

AGENDA

BOARD OF MAYOR AND ALDERMEN

**February 21, 2017
Mayor and all Aldermen**

**7:30 p.m.
Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Gatsas calls the meeting to order.
2. The Clerk calls the roll.
3. Annual Road Replacement Review.

CONSENT AGENDA (ITEMS 4-16)

4. Mayor Gatsas advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

Accept BMA Minutes

5. August 2, 2016 Board of Mayor and Aldermen
August 30, 2016 Special BMA Re: Negotiations
September 20, 2016 Public Participation and Board of Mayor and Aldermen

Information to be Received and Filed

6. Communication from Comcast regarding Digital Preferred packages.
7. Minutes from the November 2016 MTA Commission meeting, the November and December 2016 Financial reports and the November and December 2016 Ridership reports submitted by Michael Whitten, MTA Executive Director.

8. Communication from Denise Boutilier, Parking Manager, advising the Board that the access control system will be removed from the Victory Parking Garage and replaced with pay by space meters.
9. Communication from Jane Gile, Human Resources Director, regarding administration of the employee Health Savings Accounts.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

10. Resolutions:

"Amending the FY 2017 Community Improvement Program, Authorizing and Appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2017 CIP 510317 Sam Carey Outdoor Summer Basketball League."

"Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Thirty One Thousand Four Hundred Thirty Eight Dollars and Seventy Five Cents (\$31,438.75) for the FY 2017 CIP 412017 Vehicle Impound Lot."

REPORTS OF COMMITTEES

COMMITTEE ON COMMUNITY IMPROVEMENT

11. Recommending that the summary of abatement requests submitted by Fred McNeill, Chief Engineer, be approved.
(Unanimous vote with the exception of Alderman Shaw who was absent)
12. Recommending that the amending resolution and budget authorization providing for the acceptance and expenditure of funds in the amount of \$10,000 for CIP 510317 Sam Carey Outdoor Summer Basketball League be approved.
(Unanimous vote with the exception of Alderman Shaw who was absent)

13. Recommending that a request from Families in Transition to assign all notes and mortgages related to CIP 610401 Millyard Families II to Housing Benefits, Inc. be approved.
(Unanimous vote with the exception of Alderman Shaw who was absent)

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

14. Recommending that the following traffic regulations be adopted:

NO PARKING LOADING ZONE

On Arlington Street, north side, from a point 65 ft. west of Ashland Street to a point 30 ft. west

Alderman Herbert

On Beech Street, west side, from a point 110 ft. north of Harrison Street to a point 30 ft. north

Alderman Ludwig

On Central Street, north side, from a point 115 ft. west of Union Street to a point 30 ft. further west

Alderman Long

NO PARKING ANYTIME

On Highland Street, west side, from a point 120 ft. south of Lowell Street to a point 50 ft. south

Alderman Herbert

SCHOOL ZONE: SPEED LIMIT 20 MPH

On Reservoir Avenue, eastbound, east of Belmont Street

On Reservoir Avenue, westbound, west of Circular Drive

Alderman Ludwig

RESCIND TWO HOUR PARKING, 8 AM-8 PM MON-SAT

On Central Street, north side, from Union Street to Pine Street (Ord. 8318)

Alderman Long

TWO HOUR PARKING, 8 AM-8 PM MON-SAT

On Central Street, north side, from a point 50 ft. west of Union Street to a point 65 ft. further west

On Central Street, north side, from a point 145 ft. west of Union Street to Pine Street

Alderman Long

RESCIND ONE HOUR PARKING DURING SCHOOL HOURS

On Youville Street, east side, from a point 210 ft. north of Mason Street to Dexter Street (Ord. 8670)

Alderman Hirschmann

ONE HOUR PARKING DURING SCHOOL HOURS

On Youville Street, east side, from a point 242 ft. north of Mason Street to Dexter Street

Alderman Hirschmann

RESCIND ONE HOUR PARKING

On Central Street, north side, from a point 50 ft. west of Union Street to Pine Street (Ord. 7871)

Alderman Long

(Unanimous vote)

15. Recommending that a request from John Mortimer of Millennium Running to use the Arms Lot on Saturday, October 28, 2017 for their annual Trick or Trot 3K road race be approved.
(Unanimous vote)

16. Advising that the issue regarding safety concerns at the Central Fire Station was received and filed.
(Unanimous vote)

LADIES AND GENTLEMEN, HAVING READ THE CONSENT AGENDA, A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE APPROVED.

REGULAR BUSINESS

17. Nomination(s) to be presented by Mayor Gatsas, if available.
18. Confirmation(s) to be presented by Mayor Gatsas:
Airport Authority
August Fromuth to succeed Jim Cavanaugh (term-limited) as a member, term to expire March 1, 2020
Conservation Commission
Brenton Cole to fulfill a vacancy as a member, term to expire August 1, 2018
Manchester Development Corporation Board
Suzanne Brunelle to succeed Adam Schmidt (term-limited) as a member, term to expire March 11, 2020
Ladies and Gentlemen, what is your pleasure?

19. Legislative Update, if available.
20. Communication from JoAnn Ferruolo, Assistant City Clerk, requesting the polling hours for the 2017 Special District 44 State Primary & General Election be set for 6:00 a.m. to 7:00 p.m.
Ladies and Gentlemen, what is your pleasure?
21. Tentative Agreement between the City and the Manchester Water Works.
If the Board so desires, a motion would be in order to ratify and layover.
22. A motion is in order to recess the meeting to allow the Committee on Finance to meet.
23. Mayor Gatsas calls the meeting back to order.
24. Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
25. Report(s) of the Committee on Accounts, Enrollment & Revenue Administration, if available.
Ladies and Gentlemen, what is your pleasure?
26. Report(s) of the Committee on Administration/Information Systems, if available.
Ladies and Gentlemen, what is your pleasure?
27. Report(s) of the Committee on Lands and Buildings, if available.
Ladies and Gentlemen, what is your pleasure?

28. Bond Resolution: (A motion is in order to read by title only.)

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the FY 2017 CIP 811017 City Hall Renovations.”

A motion is in order that the resolution ought to pass and be enrolled.

29. Resolutions: (A motion is in order to read by titles only.)

“Amending the FY 2017 Community Improvement Program, Authorizing and Appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2017 CIP 510317 Sam Carey Outdoor Summer Basketball League.”

"Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Thirty One Thousand Four Hundred Thirty Eight Dollars and Seventy Five Cents (\$31,438.75) for the FY 2017 CIP 412017 Vehicle Impound Lot."

A motion is in order that the resolutions ought to pass and be enrolled.

30. A motion is in order to recess the meeting to meet with legal counsel.

NEW BUSINESS

ADJOURNMENT

31. If there is no further business, a motion is in order to adjourn.

City Clerk's Office

FEB 09 2017

RECEIVED



February 3, 2017

Mr. Matt Normand
City Clerk
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Re: Digital Preferred packages

Dear Mr. Normand:

As part of our continuing effort to keep you informed, we wanted to share, on April 1, 2017 the following packages and services will no longer be available for new subscriptions:

- Digital Preferred plus One Premium
- Digital Preferred with HBO
- Digital Preferred plus Two Premiums
- Digital Preferred with HBO and One Premium
- Digital Preferred Tier plus Two Premiums
- Digital Preferred Tier with HBO and One Premium

Customers are receiving this information, in advance, via bill message. Additionally, customers who currently subscribe to one of these packages or services will continue to receive the package or service until they make a change to their service or receive further advance notice.

If you have any questions, please visit xfinity.com or contact me at 603-224-1871, ext. 202.

Very truly yours,

Bryan Christiansen

Bryan Christiansen, Sr. Manager
Government Affairs

**MANCHESTER
TRANSIT AUTHORITY**
110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
FAX (603) 626-4512



**MICHELLE LAUDER, CHAIR
ALAN P. GOODE, VICE CHAIR
KIM KEEGAN
WILL STEWART
ALEXANDRA HORTON**

**MICHAEL WHITTEN
EXECUTIVE DIRECTOR**

February 2, 2017

Mr. Matthew Normand, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Matthew,

The MTA Commissioners held a monthly Commission Meeting on Tuesday, January 31, 2017. Enclosed are the approved Minutes of the November 2016 Meeting, November, December Financial Report, and the November, December 2016 Ridership Report.

The next Commission Meeting is scheduled for Tuesday, February 28, 2016.

If you should have any questions, please feel free to contact me at extension 612.

Very truly yours,

Mike

Michael Whitten
Executive Director

Enclosures

**MANCHESTER
TRANSIT AUTHORITY**

110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
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MICHELLE LAUDER, CHAIR
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WILL STEWART
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MICHAEL WHITTEN
EXECUTIVE DIRECTOR

Manchester Transit Authority

Minutes from November 29, 2016 Commission Meeting

MEMBERS PRESENT:

Chairman Michelle Lauder
Vice Chairman Alan P. Goode
Commissioner Kim Keegan
Commissioner Alexandra Horton
Commissioner Will Stewart

MEMBERS ABSENT:

PERSONNEL PRESENT:

Michael Whitten, Executive Director
William J. Cantwell, Asst. Director - Finance
Ryan Renauld - Smith, Asst. Director- Transit
Paul Beauregard,-Asst. Director-Maintenance
Karen Holden,-Asst. Director-School

OTHERS PRESENT

Adam Hlasny- Principal Transportation Planner
SNHPC

1. a. **Meeting to Order:** Chairman LAUDER called the meeting to order at 5:00pm.
- b. **Approved Minutes of October 2016 commission Meeting:** Chairman LAUDER asked if there were any questions regarding the October 2016 meeting minutes.

With no questions being asked, GOODE made a motion to approve the minutes of the October 25, 2016 meeting as presented. KEEGAN seconded the motion. All Commissioners present were in favor.

MANAGEMENT REPORTS

2. a. **Financial Report for October 2016:** Commissioner HORTON made a motion to accept the OCTOBER 2016 Financial Report as presented. Motion was seconded by Commissioner GOODE. All Commissioners present were in favor.

Transit Division

Revenues: CANTWELL: October 2016 revenues were \$226,854; \$10,140 more than budget. Fare box and media sales were slightly behind budget, billing for the shopper shuttle was the large variance for the month.

Expenses: CANTWELL: October 2016 total transit expenses were \$318,118; \$5,118 less than budget.

School Division

Revenues: CANTWELL: October 2016 revenues were \$336,541; \$19,993 less than budget. Charter and Fieldtrips were a bit behind budget, but are still ahead for the year.

Expenses: CANTWELL: October 2016 school expenses were \$334,347; \$29,222 less than budget.

b. **Operations Report for October 2016:**

Transit Ridership Statistics and Operations: RENAULD-SMITH reported that the overall for the month of October ridership was down 18% for the month and-9% for the year.

There were 37,376 passenger trips on the fixed route and 822 passenger trips along the demand response. On time performance was good for October with 60 trips arriving on time out of 63 trips sampled. There was only 1 vehicle collision in October, it was not reported to insurance. A total of 6 passenger/public complaints came in for October. All complaints were looked into and addressed with the operators.

School Operating Report: HOLDEN reported that the month of October was good. Started the month with 77 active drivers, 1 new driver licensed 4 new drivers in Training at the ending the month with 78 drivers. In October there were 110,873 school passenger boardings, 101,323 public school ridership and 9,550 private school ridership and 586 trips on school charters. October had 7 vehicle collisions with 1 being reported to insurance. A total of 7 comment/complaints came in for October, complaints were looked into and addressed with the operator.

Maintenance Report:

Transit: BEAUREGUARD: October had 5 Transit road calls. 16 scheduled vehicle inspections complete.

School: BEAUREGUARD: October had 2 school road calls. 31 vehicle inspections were completed out of 32 that were scheduled

NEW BUSINESS

3. a. **FY18 Budget – Info Only**

WHITTEN: The budget process is under way with the first budget workshops now complete. Two major factors for MTA are the pending labor contract with the ATU Local 717 and a new service contract with the school district.

We are beginning to learn what some of the variable costs will be, health insurance is projected to increase 10% for example. We are working on vehicle and liability insurance as well as fuel lock in rates. The budget will be a recurring agenda item for the next several months.

- b. **2017 Holiday Calendar:** LAUDER made a motion to accept the 2017 MTA Holiday Calendar. Motion was seconded by Commissioner KEEGAN. All commissioners present were in favor.

c. **Manchester Leadership Academy-Info Only**

WHITTEN: Ryan Renauld Smith was nominated for the Manchester Leadership Academy. This project is a joint venture between the City of Manchester and the University of New Hampshire. Participants will work collaboratively across departments to solve particular challenges facing the city.

d. **Workers Compensation Premium – info only**

CY17 Workers Compensation premium will be \$313,115 which represent a 4.5% decrease in premium or a savings of \$14,479 over CY16.

Unlike most of our expenses, Workers Compensation is based on a calendar year (CY) rather than a fiscal year. More impressive that the decrease alone is that it occurred despite a 2.5% increase in payroll. Payroll is based on the CY audited payroll from two years prior. So, the current figure (CY16) is based on the CY14 audited payroll. Next year premium is based on the CY15 audit payroll which is what increased by 2.5% over CY14. Had payroll held flat, the decrease in Workers Compensation would have been even larger.

As many of you know this has been a difficult challenge for us over many years as we've embarked on a lengthy process to change the safety culture of MTA. We've made a lot of changes and it's so rewarding to see the benefits beginning to materialize. We'll keep working on improvements and expect to see further savings in the coming years.

Old Business

4. **NONE**

Other Business

5. a. **Date for Next Meeting:** Tuesday January 31, 2017

With no further business to come before the Board, **LAUDER** made a motion to adjourn the meeting at 6:10pm. Motion was seconded by **KEEGAN**. All Commissioners present were in favor.



Transit

November 2016

Manchester Transit Authority
Income Statement Transit
For the Five Months Ending November 30, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Farebox Revenue					
Farebox Revenue	18,813.29	23,920.00	114,517.57	132,080.00	(17,562.43)
Full Fares and Passes	8,822.00	10,051.00	50,941.00	55,499.00	(4,558.00)
Monthly Full Passes	3,420.00	4,002.00	18,155.00	22,098.00	(3,943.00)
Reduced Fares and Passes	3,437.50	1,909.00	13,676.00	10,541.00	3,135.00
Monthly Reduced Passes	1,080.00	2,116.00	8,790.00	11,684.00	(2,894.00)
Paratransit Fare and Tickets	2,808.00	2,714.00	15,968.00	14,986.00	982.00
Monthly Student Fares	369.00	690.00	1,584.00	2,220.00	(636.00)
Total Farebox and Tickets	38,749.79	45,402.00	223,631.57	249,108.00	(25,476.43)
Shuttle and Excursions					
Shopping Shuttle	600.00	2,425.00	38,259.70	12,125.00	26,134.70
Excursion Revenue	-	-	-	-	-
Total Shuttle and Excursions	600.00	2,425.00	38,259.70	12,125.00	26,134.70
Other Revenue					
Sale of Fuel to City Departments	979.95	-	6,745.40	-	6,745.40
Maintenance Service to City	102.60	-	183.76	-	183.76
Advertising Revenue-Bus	20,062.10	7,200.00	57,644.88	36,000.00	21,644.88
Sale of Vehicles and Equipment	-	-	-	-	-
Sale of Scrap Materials	-	-	115.00	-	115.00
Insurance Repair Reimbursement	-	-	-	-	-
Interest Income	1.42	3.00	20.36	15.00	5.36
Photo Picture ID Revenue	8.00	20.00	58.00	100.00	(42.00)
Total Other Revenue	21,154.07	7,223.00	64,767.40	36,115.00	28,652.40
Total Operational Income	60,503.86	55,050.00	326,658.67	297,348.00	29,310.67
Operating Assistance					
City of Manchester	-	11,000.00	1,186,724.00	1,186,724.00	-
Private/Public Partnerships	-	-	-	-	-
Federal Operating Subsidy	144,782.00	147,541.00	825,324.00	779,376.00	45,948.00
Total Operating Assistance	144,782.00	158,541.00	2,012,048.00	1,966,100.00	45,948.00
Total Revenue	205,285.86	213,591.00	2,338,706.67	2,263,448.00	75,258.67
Labor					
Transit Operator Wages	65,440.76	57,496.00	346,133.80	322,498.00	23,635.80
Transit Operator Overtime Wages	5,424.11	8,454.00	36,457.19	46,878.00	(10,420.81)
CMAQ Operator Wages	3,128.34	5,479.00	18,006.80	30,280.00	(12,273.20)
CMAQ Operator Overtime Wage	85.22	100.00	654.99	500.00	154.99
StepSaver Operator Wages	10,608.43	11,090.00	56,889.07	61,273.00	(4,383.93)
StepSaver Operator Overtime Wages	1,217.56	2,413.00	9,173.48	13,364.00	(4,190.52)
Mechanic Wages	11,082.97	12,825.00	70,723.51	71,031.00	(307.49)
Mechanic Overtime Wages	142.60	300.00	1,105.33	1,500.00	(394.67)
Transp. Admin Wages	21,445.93	17,750.00	109,202.02	98,095.00	11,107.02
Transp. Admin Overtime Wages	64.59	-	190.52	-	190.52
Maint. Admin Wages	5,792.69	5,596.00	33,403.45	30,925.00	2,478.45

Manchester Transit Authority
Income Statement Transit
For the Five Months Ending November 30, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
General Admin Wages	10,417.61	8,811.00	54,866.98	48,694.00	6,172.98
Gen. Admin Overtime Wages	-	-	-	-	-
Payroll Transaction	(235.80)	-	(235.80)	-	(235.80)
Total Labor	134,615.01	130,314.00	736,571.34	725,038.00	11,533.34
Fringe Benefits					
Health Insurance Expense	39,203.20	53,076.00	345,262.85	373,384.00	(28,121.15)
Dental Insurance Expense	(2,424.56)	1,784.00	3,761.66	8,920.00	(5,158.34)
Life Insurance Expense	-	2,527.00	5,216.44	12,635.00	(7,418.56)
Pension Expense	7,740.00	7,488.00	34,092.00	37,440.00	(3,348.00)
FICA Expense	15,025.75	13,860.00	68,852.99	72,655.00	(3,802.01)
Worker's Compensation	16,519.00	21,241.00	82,603.90	106,205.00	(23,601.10)
Unemployment Compensation	994.00	1,464.00	4,977.70	7,320.00	(2,342.30)
Transit Operator Vacation Wages	5,789.69	5,465.00	26,912.72	27,325.00	(412.28)
Transit Operator Holiday Wages	11,134.62	5,465.00	33,704.60	27,325.00	6,379.60
Transit Operator Sick Wages	1,513.74	3,279.00	11,698.04	16,395.00	(4,696.96)
Mechanic Vacation Wages	1,491.36	2,077.00	7,376.56	10,385.00	(3,008.44)
Mechanic Holiday Wages	3,334.20	2,049.00	10,785.72	10,245.00	540.72
Mechanic Sick Wages	151.36	410.00	3,291.52	2,050.00	1,241.52
Transp. Admin Vacation Wages	1,854.00	2,193.00	9,315.90	10,965.00	(1,649.10)
Transp. Admin Holiday Wages	4,186.00	2,926.00	13,655.06	14,630.00	(974.94)
Transp. Admin Sick Wages	106.38	439.00	701.43	2,195.00	(1,493.57)
Maint. Admin Vacation Wages	972.98	993.00	4,531.33	4,965.00	(433.67)
Maint. Admin Holiday Wages	1,483.35	984.00	4,470.75	4,920.00	(449.25)
Maint. Admin Sick Wages	-	155.00	724.80	775.00	(50.20)
Gen Admin. Vacation Wages	1,534.29	1,385.00	7,351.38	6,925.00	426.38
Gen. Admin Holiday Wages	2,327.79	1,464.00	7,556.35	7,320.00	236.35
Gen. Admin Sick Wages	99.64	214.00	1,306.07	1,070.00	236.07
Transit Uniform Allowance	738.99	476.00	2,396.62	4,275.00	(1,878.38)
Maintenance Uniform Allowance	304.07	200.00	2,488.33	4,127.00	(1,638.67)
Tool Allowance	-	-	1,863.98	2,175.00	(311.02)
License Reimbursement	-	18.00	50.00	90.00	(40.00)
Burden Adjustment	(23,188.85)	(31,453.00)	(105,352.11)	(156,845.00)	51,492.89
Total Fringe Benefits	90,891.00	100,179.00	589,596.59	619,871.00	(30,274.41)
Services					
Management Consultant	125.00	800.00	2,593.75	4,700.00	(2,106.25)
Commissioner Expense	-	-	500.00	500.00	-
Auditing Expense	-	3,610.00	5,700.00	10,830.00	(5,130.00)
Legal Expense	-	83.00	-	415.00	(415.00)
Service and Support	105.45	804.00	5,026.00	4,020.00	1,006.00
Security Service	97.21	190.00	1,654.38	950.00	704.38
Outside Advertising	31.80	83.00	24,066.14	415.00	23,651.14
Driver and Criminal Record Check	-	-	-	-	-
Drug & Alcohol Testing	371.00	125.00	931.00	625.00	306.00
Pre-Employment Medical	108.00	212.00	589.50	1,060.00	(470.50)
Janitorial Service and Supplies	1,114.93	833.00	4,353.19	4,165.00	188.19
Bank Service Charges	756.18	792.00	3,764.05	3,960.00	(195.95)
Marketing Expense	-	-	-	-	-
Total Services	2,709.57	7,532.00	49,178.01	31,640.00	17,538.01

Materials and Supplies

Manchester Transit Authority
Income Statement Transit
For the Five Months Ending November 30, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Fuel Operations	19,074.05	20,959.00	116,814.64	115,285.00	1,529.64
Sale of Fuel to City Departments	959.25	-	6,618.64	-	6,618.64
Maintenance Parts	7,601.54	7,516.00	61,551.71	41,340.00	20,211.71
Purchase Discounts	(71.18)	-	(299.86)	-	(299.86)
Tires Expense	932.66	1,433.00	15,418.90	7,879.00	7,539.90
Oil and Grease	408.88	459.00	3,207.41	2,529.00	678.41
Maintenance Supplies	703.84	638.00	3,118.17	3,190.00	(71.83)
Body Shop Supplies	303.50	338.00	2,367.87	1,690.00	677.87
Hazardous Materials	-	19.00	-	95.00	(95.00)
Outside Parts and Labor	60.00	63.00	514.00	315.00	199.00
Repairs-Building and Grounds	3,740.53	1,175.00	18,534.80	5,875.00	12,659.80
Repairs-Shop Equipment	8,110.81	150.00	9,931.77	750.00	9,181.77
Repairs-Radio Equipment	-	167.00	358.19	835.00	(476.81)
Repairs-Office Equipment	241.30	380.00	1,117.66	1,900.00	(782.34)
Office Supplies	739.95	523.00	4,369.65	2,615.00	1,754.65
Transit Schedules and Tickets	-	500.00	3,100.00	2,500.00	600.00
Total Materials and Supplies	42,805.13	34,320.00	246,723.55	186,798.00	59,925.55
Utilities					
Electricity	-	1,710.00	6,555.09	8,550.00	(1,994.91)
Natural Gas	279.36	1,000.00	583.23	1,300.00	(716.77)
Telephone	661.10	1,380.00	3,869.43	6,900.00	(3,030.57)
Water	173.00	166.00	792.26	830.00	(37.74)
Total Utilities	1,113.46	4,256.00	11,800.01	17,580.00	(5,779.99)
Insurance					
Public Liability Insurance	11,451.00	14,000.00	57,265.00	70,000.00	(12,735.00)
Other Liability	1,256.00	1,254.00	6,286.00	6,270.00	16.00
Total Insurance	12,707.00	15,254.00	63,551.00	76,270.00	(12,719.00)
Other Expenses					
Dues and Memberships	605.00	-	1,609.50	500.00	1,109.50
Tolls	-	-	-	-	-
Training and Meetings	1,418.96	83.00	4,915.63	415.00	4,500.63
Grievance Expense	-	42.00	-	210.00	(210.00)
Depreciation	17,000.00	17,000.00	85,000.00	85,000.00	-
Total Other Expenses	19,023.96	17,125.00	91,525.13	86,125.00	5,400.13
Total Expenses	303,865.13	308,980.00	1,788,945.63	1,743,322.00	45,623.63
Net Income (Loss)	(98,579.27)	(95,389.00)	549,761.04	520,126.00	29,635.04



School

November 2016

Manchester Transit Authority
Income Statement School
For the Five Months Ending November 30, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Student Transportation					
Pupil Transportation Contract	245,342.76	241,548.00	841,444.24	809,354.00	32,090.24
Manchester School of Technology	7,942.40	19,856.00	25,462.40	64,240.00	(38,777.60)
Total Student Transportation	253,285.16	261,404.00	866,906.64	873,594.00	(6,687.36)
School Charter					
Student Athletics	2,922.20	3,000.00	47,443.90	50,400.00	(2,956.10)
Student Fieldtrips	17,823.00	14,000.00	61,350.25	54,000.00	7,350.25
Total School Charters	20,745.20	17,000.00	108,794.15	104,400.00	4,394.15
Other Revenue					
Sale of Vehicles and Equipment	-	-	6,390.00	-	6,390.00
Insurance Repair Reimbursement	-	-	2,104.33	-	2,104.33
Interest Income	0.52	-	8.36	-	8.36
Total Other Revenue	0.52	-	8,502.69	-	8,502.69
Total Operational Income	274,030.88	278,404.00	984,203.48	977,994.00	6,209.48
Labor					
School Operator Wages	104,008.78	106,543.00	392,003.61	428,375.00	(36,371.39)
School Operator Overtime Wages	24.81	2,491.00	3,834.36	6,547.00	(2,712.64)
Transit Operator Wages	110.57	277.00	1,010.21	1,013.00	(2.79)
Transit Operator Overtime Wages	248.92	-	3,708.97	-	3,708.97
Mechanic Wages	13,129.41	15,654.00	62,524.59	86,615.00	(24,090.41)
Mechainc Overtime Wages	200.30	200.00	445.72	1,000.00	(554.28)
Transp. Admin Wages	15,260.46	13,581.00	75,180.32	75,055.00	125.32
Transp. Admin Overtime Wages	-	-	462.38	-	462.38
Maint. Admin Wages	4,204.71	4,661.00	24,439.13	25,760.00	(1,320.87)
General Admin Wages	7,829.05	6,544.00	41,627.26	36,164.00	5,463.26
Total Labor	145,017.01	149,951.00	605,236.55	660,529.00	(55,292.45)
Fringe Benefits					
Health Insurance Expense	-	-	483.60	-	483.60
Dental Insurance Expense	(318.89)	-	(137.60)	-	(137.60)
FICA Expense	13,401.68	12,041.00	40,993.33	46,949.00	(5,955.67)
Worker's Compensation	10,255.00	14,350.00	51,275.10	51,569.00	(293.90)
School Operator Vacation Wages	-	500.00	-	500.00	(500.00)
School Operator Holiday Wages	14,268.69	15,000.00	15,969.25	16,000.00	(30.75)
School Uniform Allowance	643.75	320.00	1,044.82	1,230.00	(185.18)
License Reimbursement	50.00	38.00	190.00	114.00	76.00
Burden Adjustment	23,188.85	31,453.00	105,352.11	156,845.00	(51,492.89)
Total Fringe Benefits	61,489.08	73,702.00	215,170.61	273,207.00	(58,036.39)
Services					
Management Consultant	125.00	833.00	2,593.75	4,165.00	(1,571.25)
Commissioner Expense	-	-	500.00	500.00	-
Auditing Expense	-	2,723.00	4,300.00	8,170.00	(3,870.00)
Legal Expense	-	83.00	-	415.00	(415.00)

Manchester Transit Authority
Income Statement School
For the Five Months Ending November 30, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Service and Support	79.55	579.00	3,274.63	2,895.00	379.63
Security Service	73.34	143.00	1,248.07	715.00	533.07
Outside Advertising	31.79	333.00	1,432.02	1,665.00	(232.98)
Driver and Criminal Record	47.00	-	680.00	-	680.00
Drug & Alcohol Testing	234.00	375.00	1,944.00	1,875.00	69.00
Pre-Employment Medical	324.00	417.00	2,646.00	2,085.00	561.00
Janitorial Service and Supplies	1,103.24	833.00	4,341.50	4,165.00	176.50
Bank Service Charges	-	-	22.58	-	22.58
Total Services	2,017.92	6,319.00	22,982.55	26,650.00	(3,667.45)
Materials and Supplies					
Fuel Operations	17,330.02	19,793.00	67,175.12	77,188.00	(10,012.88)
Maintenance Parts	5,017.18	6,084.00	21,658.05	33,603.00	(11,944.95)
Tires Expense	6,114.63	1,091.00	11,389.78	4,256.00	7,133.78
Oil and Grease	342.80	555.00	1,427.71	2,166.00	(738.29)
Maintenance Supplies	841.73	779.00	4,722.32	3,895.00	827.32
Body Shop Supplies	400.93	413.00	3,222.35	2,065.00	1,157.35
Hazardous Materials	-	23.00	-	115.00	(115.00)
Repairs-Building and Grounds	3,889.93	1,325.00	22,326.89	6,625.00	15,701.89
Repairs-Shop Equipment	1,264.22	183.00	3,489.84	915.00	2,574.84
Repairs-Radio Equipment	98.40	417.00	161.89	2,085.00	(1,923.11)
Repairs-Office Equipment	182.03	287.00	913.66	1,435.00	(521.34)
Office Supplies	269.61	394.00	3,202.77	1,970.00	1,232.77
School Schedules and Tickets	2,250.00	-	2,250.00	500.00	1,750.00
Total Materials and Supplies	38,001.48	31,344.00	142,080.38	136,818.00	5,262.38
Utilities					
Electricity	-	1,290.00	4,945.07	6,450.00	(1,504.93)
Natural Gas	315.01	600.00	657.64	1,000.00	(342.36)
Telephone	293.53	538.00	1,513.09	2,690.00	(1,176.91)
Water	130.51	125.00	597.65	625.00	(27.35)
Total Utilities	739.05	2,553.00	7,713.45	10,765.00	(3,051.55)
Insurance					
Public Liability Insurance	16,018.00	14,175.00	80,088.00	70,875.00	9,213.00
Other Liability	936.00	893.00	4,684.56	4,465.00	219.56
Total Insurance	16,954.00	15,068.00	84,772.56	75,340.00	9,432.56
Other Expenses					
Dues and Memberships	-	-	1,514.50	1,400.00	114.50
Tolls and Parking	-	-	27.75	-	27.75
Training and Meetings	461.76	125.00	1,091.48	625.00	466.48
Grievance Expense	-	42.00	-	210.00	(210.00)
Depreciation	39,000.00	39,000.00	195,000.00	195,000.00	-
Total Other Expenses	39,461.76	39,167.00	197,633.73	197,235.00	398.73
Total Expenses	303,680.30	318,104.00	1,275,589.83	1,380,544.00	(104,954.17)
Net Income (Loss)	(29,649.42)	(39,700.00)	(291,386.35)	(402,550.00)	111,163.65



Transit

December 2016

Manchester Transit Authority
Income Statement Transit
For the Six Months Ending December 31, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Farebox Revenue					
Farebox Revenue	28,143.89	27,040.00	142,661.46	159,120.00	(16,458.54)
Full Fares and Passes	9,777.00	11,362.00	60,718.00	66,861.00	(6,143.00)
Monthly Full Passes	2,340.00	4,524.00	20,495.00	26,622.00	(6,127.00)
Reduced Fares and Passes	2,427.50	2,158.00	16,103.50	12,699.00	3,404.50
Monthly Reduced Passes	1,980.00	2,392.00	10,770.00	14,076.00	(3,306.00)
Paratransit Fare and Tickets	2,872.00	3,068.00	18,840.00	18,054.00	786.00
Monthly Student Fares	137.00	780.00	1,721.00	3,000.00	(1,279.00)
Total Farebox and Tickets	47,677.39	51,324.00	271,308.96	300,432.00	(29,123.04)
Shuttle and Excursions					
Shopping Shuttle	-	2,425.00	38,259.70	14,550.00	23,709.70
Excursion Revenue	-	-	-	-	-
Total Shuttle and Excursions	-	2,425.00	38,259.70	14,550.00	23,709.70
Other Revenue					
Sale of Fuel to City Departments	1,082.99	-	7,828.39	-	7,828.39
Maintenance Service to City	-	-	183.76	-	183.76
Advertising Revenue-Bus	11,818.35	7,200.00	69,463.23	43,200.00	26,263.23
Sale of Vehicles and Equipment	-	-	-	-	-
Sale of Scrap Materials	40.00	-	155.00	-	155.00
Insurance Repair Reimbursement	-	-	-	-	-
Interest Income	2.85	3.00	23.21	18.00	5.21
Photo Picture ID Revenue	6.00	20.00	64.00	120.00	(56.00)
Total Other Revenue	12,950.19	7,223.00	77,717.59	43,338.00	34,379.59
Total Operational Income	60,627.58	60,972.00	387,286.25	358,320.00	28,966.25
Operating Assistance					
City of Manchester	11,000.00	-	1,197,724.00	1,186,724.00	11,000.00
Private/Public Partnerships	-	-	-	-	-
Federal Operating Subsidy	168,276.00	157,473.00	993,600.00	936,849.00	56,751.00
Total Operating Assistance	179,276.00	157,473.00	2,191,324.00	2,123,573.00	67,751.00
Total Revenue	239,903.58	218,445.00	2,578,610.25	2,481,893.00	96,717.25
Labor					
Transit Operator Wages	73,143.32	66,775.00	419,277.12	389,273.00	30,004.12
Transit Operator Overtime Wages	7,892.95	9,818.00	44,350.14	56,696.00	(12,345.86)
CMAQ Operator Wages	3,589.48	6,345.00	21,596.28	36,625.00	(15,028.72)
CMAQ Operator Overtime Wage	114.54	100.00	769.53	600.00	169.53
StepSaver Operator Wages	12,732.93	12,745.00	69,622.00	74,018.00	(4,396.00)
StepSaver Operator Overtime Wages	1,295.81	2,797.00	10,469.29	16,161.00	(5,691.71)
Mechanic Wages	13,572.40	14,896.00	84,295.91	85,927.00	(1,631.09)
Mechanic Overtime Wages	563.34	300.00	1,668.67	1,800.00	(131.33)
Transp. Admin Wages	23,104.66	20,554.00	132,306.68	118,649.00	13,657.68
Transp. Admin Overtime Wages	-	-	190.52	-	190.52
Maint. Admin Wages	6,848.23	6,475.00	40,251.68	37,400.00	2,851.68

Manchester Transit Authority
Income Statement Transit
For the Six Months Ending December 31, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
General Admin Wages	11,185.33	10,198.00	66,052.31	58,892.00	7,160.31
Gen. Admin Overtime Wages	-	-	-	-	-
Payroll Transaction	-	-	(235.80)	-	(235.80)
Total Labor	154,042.99	151,003.00	890,614.33	876,041.00	14,573.33
Fringe Benefits					
Health Insurance Expense	56,739.17	53,076.00	402,002.02	426,460.00	(24,457.98)
Dental Insurance Expense	5,567.17	1,784.00	9,328.83	10,704.00	(1,375.17)
Life Insurance Expense	4,088.20	2,527.00	9,304.64	15,162.00	(5,857.36)
Pension Expense	6,192.00	7,488.00	40,284.00	44,928.00	(4,644.00)
FICA Expense	12,322.60	14,755.00	81,175.59	87,410.00	(6,234.41)
Worker's Compensation	16,519.00	21,241.00	99,122.90	127,446.00	(28,323.10)
Unemployment Compensation	994.00	1,464.00	5,971.70	8,784.00	(2,812.30)
Transit Operator Vacation Wages	5,069.05	5,465.00	31,981.77	32,790.00	(808.23)
Transit Operator Holiday Wages	7,483.12	5,465.00	41,187.72	32,790.00	8,397.72
Transit Operator Sick Wages	463.28	3,279.00	12,161.32	19,674.00	(7,512.68)
Mechanic Vacation Wages	1,391.84	2,077.00	8,768.40	12,462.00	(3,693.60)
Mechanic Holiday Wages	2,157.40	2,049.00	12,943.12	12,294.00	649.12
Mechanic Sick Wages	761.84	410.00	4,053.36	2,460.00	1,593.36
Transp. Admin Vacation Wages	1,854.00	2,193.00	11,169.90	13,158.00	(1,988.10)
Transp. Admin Holiday Wages	6,129.88	2,926.00	19,784.94	17,556.00	2,228.94
Transp. Admin Sick Wages	-	439.00	701.43	2,634.00	(1,932.57)
Maint. Admin Vacation Wages	973.00	993.00	5,504.33	5,958.00	(453.67)
Maint. Admin Holiday Wages	629.38	984.00	5,100.13	5,904.00	(803.87)
Maint. Admin Sick Wages	-	155.00	724.80	930.00	(205.20)
Gen Admin. Vacation Wages	1,375.29	1,385.00	8,726.67	8,310.00	416.67
Gen. Admin Holiday Wages	2,703.33	1,464.00	10,259.68	8,784.00	1,475.68
Gen. Admin Sick Wages	-	214.00	1,306.07	1,284.00	22.07
Transit Uniform Allowance	1,339.38	1,200.00	3,736.00	5,475.00	(1,739.00)
Maintenance Uniform Allowance	716.39	200.00	3,204.72	4,327.00	(1,122.28)
Tool Allowance	-	-	1,863.98	2,175.00	(311.02)
License Reimbursement	-	18.00	50.00	108.00	(58.00)
Burden Adjustment	(18,723.96)	(31,453.00)	(124,076.07)	(188,298.00)	64,221.93
Total Fringe Benefits	116,745.36	101,798.00	706,341.95	721,669.00	(15,327.05)
Services					
Management Consultant	750.00	800.00	3,343.75	5,500.00	(2,156.25)
Commissioner Expense	-	-	500.00	500.00	-
Auditing Expense	4,047.00	-	9,747.00	10,830.00	(1,083.00)
Legal Expense	-	83.00	-	498.00	(498.00)
Service and Support	1,266.29	804.00	6,292.29	4,824.00	1,468.29
Security Service	118.82	190.00	1,773.20	1,140.00	633.20
Outside Advertising	-	83.00	24,066.14	498.00	23,568.14
Driver and Criminal Record Check	-	-	-	-	-
Drug & Alcohol Testing	72.00	125.00	1,003.00	750.00	253.00
Pre-Employment Medical	215.10	212.00	804.60	1,272.00	(467.40)
Janitorial Service and Supplies	739.90	833.00	5,093.09	4,998.00	95.09
Bank Service Charges	656.20	792.00	4,420.25	4,752.00	(331.75)
Marketing Expense	-	-	-	-	-
Total Services	7,865.31	3,922.00	57,043.32	35,562.00	21,481.32
Materials and Supplies					

Manchester Transit Authority
Income Statement Transit
For the Six Months Ending December 31, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Fuel Operations	20,869.71	23,855.00	137,684.35	139,140.00	(1,455.65)
Sale of Fuel to City Departments	1,057.66	-	7,676.30	-	7,676.30
Maintenance Parts	9,709.39	8,554.00	71,261.10	49,894.00	21,367.10
Purchase Discounts	(27.79)	-	(327.65)	-	(327.65)
Tires Expense	1,685.78	1,630.00	17,104.68	9,509.00	7,595.68
Oil and Grease	454.91	523.00	3,662.32	3,052.00	610.32
Maintenance Supplies	1,273.64	638.00	4,391.81	3,828.00	563.81
Body Shop Supplies	476.32	338.00	2,844.19	2,028.00	816.19
Hazardous Materials	-	19.00	-	114.00	(114.00)
Outside Parts and Labor	4,253.61	63.00	4,767.61	378.00	4,389.61
Repairs-Building and Grounds	983.60	1,175.00	19,518.40	7,050.00	12,468.40
Repairs-Shop Equipment	71.89	150.00	10,003.66	900.00	9,103.66
Repairs-Radio Equipment	8.25	167.00	366.44	1,002.00	(635.56)
Repairs-Office Equipment	229.12	380.00	1,346.78	2,280.00	(933.22)
Office Supplies	278.90	523.00	4,648.55	3,138.00	1,510.55
Transit Schedules and Tickets	-	500.00	3,100.00	3,000.00	100.00
Total Materials and Supplies	41,324.99	38,515.00	288,048.54	225,313.00	62,735.54
Utilities					
Electricity	5,804.84	1,710.00	12,359.93	10,260.00	2,099.93
Natural Gas	772.29	1,500.00	1,355.52	2,800.00	(1,444.48)
Telephone	728.74	1,380.00	4,598.17	8,280.00	(3,681.83)
Water	197.23	166.00	989.49	996.00	(6.51)
Total Utilities	7,503.10	4,756.00	19,303.11	22,336.00	(3,032.89)
Insurance					
Public Liability Insurance	11,451.00	14,000.00	68,716.00	84,000.00	(15,284.00)
Other Liability	1,256.00	1,254.00	7,542.00	7,524.00	18.00
Total Insurance	12,707.00	15,254.00	76,258.00	91,524.00	(15,266.00)
Other Expenses					
Dues and Memberships	505.49	250.00	2,114.99	750.00	1,364.99
Tolls	-	-	-	-	-
Training and Meetings	1,516.20	83.00	6,431.83	498.00	5,933.83
Grievance Expense	-	42.00	-	252.00	(252.00)
Depreciation	17,000.00	17,000.00	102,000.00	102,000.00	-
Total Other Expenses	19,021.69	17,375.00	110,546.82	103,500.00	7,046.82
Total Expenses	359,210.44	332,623.00	2,148,156.07	2,075,945.00	72,211.07
Net Income (Loss)	(119,306.86)	(114,178.00)	430,454.18	405,948.00	24,506.18



School

December 2016

Manchester Transit Authority
Income Statement School
For the Six Months Ending December 31, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Student Transportation					
Pupil Transportation Contract	226,427.76	241,548.00	1,067,872.00	1,050,902.00	16,970.00
Manchester School of Technology	7,475.20	19,856.00	32,937.60	84,096.00	(51,158.40)
Total Student Transportation	233,902.96	261,404.00	1,100,809.60	1,134,998.00	(34,188.40)
School Charter					
Student Athletics	10,761.75	12,000.00	58,205.65	62,400.00	(4,194.35)
Student Fieldtrips	10,844.25	6,000.00	72,194.50	60,000.00	12,194.50
Total School Charters	21,606.00	18,000.00	130,400.15	122,400.00	8,000.15
Other Revenue					
Sale of Vehicles and Equipment	-	-	6,390.00	-	6,390.00
Insurance Repair Reimbursement	-	-	2,104.33	-	2,104.33
Interest Income	0.24	-	8.60	-	8.60
Total Other Revenue	0.24	-	8,502.93	-	8,502.93
Total Operational Income	255,509.20	279,404.00	1,239,712.68	1,257,398.00	(17,685.32)
Labor					
School Operator Wages	103,284.08	110,420.00	495,287.69	538,795.00	(43,507.31)
School Operator Overtime Wages	725.01	2,549.00	4,559.37	9,096.00	(4,536.63)
Transit Operator Wages	49.61	283.00	1,059.82	1,296.00	(236.18)
Transit Operator Overtime Wages	831.00	-	4,539.97	-	4,539.97
Mechanic Wages	12,840.33	18,157.00	75,364.92	104,772.00	(29,407.08)
Mechainc Overtime Wages	1,470.95	200.00	1,916.67	1,200.00	716.67
Transp. Admin Wages	14,469.40	15,726.00	89,649.72	90,781.00	(1,131.28)
Transp. Admin Overtime Wages	39.33	-	501.71	-	501.71
Maint. Admin Wages	4,595.83	5,397.00	29,034.96	31,157.00	(2,122.04)
General Admin Wages	7,728.81	7,577.00	49,356.07	43,741.00	5,615.07
Total Labor	146,034.35	160,309.00	751,270.90	820,838.00	(69,567.10)
Fringe Benefits					
Health Insurance Expense	-	-	483.60	-	483.60
Dental Insurance Expense	381.16	-	243.56	-	243.56
FICA Expense	11,259.09	11,696.00	52,252.42	58,645.00	(6,392.58)
Worker's Compensation	10,255.00	13,632.00	61,530.10	65,201.00	(3,670.90)
School Operator Vacation Wages	10,308.00	7,000.00	10,308.00	7,500.00	2,808.00
School Operator Holiday Wages	5,063.31	7,500.00	21,032.56	23,500.00	(2,467.44)
School Uniform Allowance	331.73	320.00	1,376.55	1,550.00	(173.45)
License Reimbursement	80.00	38.00	270.00	152.00	118.00
Burden Adjustment	18,723.96	31,453.00	124,076.07	188,298.00	(64,221.93)
Total Fringe Benefits	56,402.25	71,639.00	271,572.86	344,846.00	(73,273.14)
Services					
Management Consultant	750.00	833.00	3,343.75	4,998.00	(1,654.25)
Commissioner Expense	-	-	500.00	500.00	-
Auditing Expense	3,053.00	-	7,353.00	8,170.00	(817.00)
Legal Expense	-	83.00	-	498.00	(498.00)

Manchester Transit Authority
Income Statement School
For the Six Months Ending December 31, 2016

	Current	Budget	YTD	YTD Budget	YTD Net Change
Service and Support	1,018.21	579.00	4,292.84	3,474.00	818.84
Security Service	89.63	143.00	1,337.70	858.00	479.70
Outside Advertising	-	333.00	1,432.02	1,998.00	(565.98)
Driver and Criminal Record	-	-	680.00	-	680.00
Drug & Alcohol Testing	405.00	375.00	2,349.00	2,250.00	99.00
Pre-Employment Medical	270.00	417.00	2,916.00	2,502.00	414.00
Janitorial Service and Supplies	739.89	833.00	5,081.39	4,998.00	83.39
Bank Service Charges	-	-	22.58	-	22.58
Total Services	6,325.73	3,596.00	29,308.28	30,246.00	(937.72)
Materials and Supplies					
Fuel Operations	18,687.48	21,030.00	85,862.60	98,218.00	(12,355.40)
Maintenance Parts	5,141.59	6,286.00	26,799.64	39,889.00	(13,089.36)
Tires Expense	1,687.70	1,160.00	13,077.48	5,416.00	7,661.48
Oil and Grease	406.71	590.00	1,834.42	2,756.00	(921.58)
Maintenance Supplies	1,542.00	779.00	6,264.32	4,674.00	1,590.32
Body Shop Supplies	582.16	413.00	3,804.51	2,478.00	1,326.51
Hazardous Materials	-	23.00	-	138.00	(138.00)
Repairs-Building and Grounds	1,132.23	1,325.00	23,459.12	7,950.00	15,509.12
Repairs-Shop Equipment	87.86	183.00	3,577.70	1,098.00	2,479.70
Repairs-Radio Equipment	24.76	417.00	186.65	2,502.00	(2,315.35)
Repairs-Office Equipment	172.84	287.00	1,086.50	1,722.00	(635.50)
Office Supplies	204.70	394.00	3,407.47	2,364.00	1,043.47
School Schedules and Tickets	-	-	2,250.00	500.00	1,750.00
Total Materials and Supplies	29,670.03	32,887.00	171,750.41	169,705.00	2,045.41
Utilities					
Electricity	4,379.10	1,290.00	9,324.17	7,740.00	1,584.17
Natural Gas	870.89	1,400.00	1,528.53	2,400.00	(871.47)
Telephone	324.75	538.00	1,837.84	3,228.00	(1,390.16)
Water	148.78	125.00	746.43	750.00	(3.57)
Total Utilities	5,723.52	3,353.00	13,436.97	14,118.00	(681.03)
Insurance					
Public Liability Insurance	16,018.00	14,175.00	96,106.00	85,050.00	11,056.00
Other Liability	936.00	893.00	5,620.56	5,358.00	262.56
Total Insurance	16,954.00	15,068.00	101,726.56	90,408.00	11,318.56
Other Expenses					
Dues and Memberships	5.50	-	1,520.00	1,400.00	120.00
Tolls and Parking	-	-	27.75	-	27.75
Training and Meetings	2,325.32	125.00	3,416.80	750.00	2,666.80
Grievance Expense	-	42.00	-	252.00	(252.00)
Depreciation	39,000.00	39,000.00	234,000.00	234,000.00	-
Total Other Expenses	41,330.82	39,167.00	238,964.55	236,402.00	2,562.55
Total Expenses	302,440.70	326,019.00	1,578,030.53	1,706,563.00	(128,532.47)
Net Income (Loss)	(46,931.50)	(46,615.00)	(338,317.85)	(449,165.00)	110,847.15

Commissioners Memorandum

To: Commissioners
 From: Ryan Renauld-Smith, Assistant Director: Transit Operations
 Date: January 24, 2017
 Re: Transit Ridership Report – December 2016



Dec-16

FYTD

Routes	Weekdays Saturdays	FY 2016	FY 2017	% Change	FY 2016	FY 2017	% Change
		22 4	21 5		506 25	126 27	
Healthcare Shuttle Route #1		2,223	1,223	-45%	12,885	8,746	-32%
Hanover-E Industrial Park Route #2		3,132	2,770	-12%	18,869	16,987	-10%
Brown Ave-Airport Route #3		1,737	1,896	9%	10,792	11,140	3%
Concord Express #4		780	805	3%	5,595	5,344	-4%
River Rd- SNHU #5		4,560	2,866	-37%	28,936	22,503	-22%
Bremer-Mast Rd Route #6		4,285	3,478	-19%	24,400	23,096	-5%
Green DASH #7		3,372	2,381	-29%	21,623	16,911	-22%
So. Willow- Mall of NH Route #8		5,530	4,606	-17%	30,273	27,117	-10%
Nashua Express Route #9		814	645	-21%	5,406	4,784	-12%
Valley St- Mall of NH Route #10		4,798	4,066	-15%	26,566	24,701	-7%
Front St. Route #11		2,944	2,223	-24%	17,696	15,262	-14%
So. Beech- Mall of NH Route #12		4,061	3,551	-13%	24,928	21,965	-12%
Bedford Grove Plaza Route #13		3,388	2,438	-28%	20,061	15,882	-21%
Elliot Hospital/E.Side Plaza Route #14		0	730	#DIV/0!	0	4,205	#DIV/0!
Goffstown Shuttle		77	74	-4%	348	499	43%
Route #1 & Route #14		2,223	1,953	-12%	12,885	12,951	1%
Hanover St- East Side Plaza #2S		84	148	76%	533	1,097	106%
UPass Riders - MCC		1,007	452	-55%	5,865	3,836	-35%
UPass Riders - UNH		78	57	-27%	1,153	433	-62%
UPass Riders - SNHU		2,342	1,713	-27%	14,109	13,223	-6%
UPass Riders - INSTITUTE OF ART		143	47	-67%	899	461	-49%
Hannaford Shuttle		238	286	20%	1,665	1,604	-4%
Market Basket Shuttle		239	209	-13%	1,234	1,261	2%
Hooksett Market Basket Shuttle		56	59	5%	391	324	-17%
Hannaford Bedford- Goffstown		16	26	63%	101	120	19%
Hannaford Bedford- Bedford		16	6	-63%	98	27	-72%
Senior Shuttle		0	24	#DIV/0!	0	201	#DIV/0!
Weekday Fixed Route Totals		38,644	31,771	-18%	230,009	207,024	-10%
Saturday Fixed Route Totals		3,771	2,883	-24%	22,624	20,398	-10%
Fixed Route Weekday Average		1,757	1,527	-13%	455	1,643	261%
Fixed Route Saturday Average		943	577	-39%	905	755	-17%
Special Service		149	292	96%	766	1,486	94%
Total Transit Passengers Served		42,415	34,654	-18%	252,633	227,422	-10%
Total StepSaver Passengers Served		745	718	-4%	4,359	4,710	8%

Ryan Renauld-Smith



City of Manchester Parking Division

Denise Boutilier
Parking Manager
dboutilier@manchesternh.gov

February 8, 2017

Board of Mayor and Aldermen
1 City Hall Plaza
Manchester, NH 03101

RE: Victory Parking Garage

Dear Honorable Board Members:

This letter serves to advise the Board that the Parking Division will be removing the access control system at the Victory Parking Garage. The chip coin system is expensive to operate and is no longer functional. The system is non-"payment card industry" compliant and costly to upgrade or replace.

We plan on installing pay by space meters and will remove the gates/arms and devices. Parking hangtags will replace access cards and hourly/daily parkers will pay the meter to park. We believe this open concept garage will provide a more customer friendly experience.

Funds will be available in our FY17/18 expense budgets to complete the project. Anticipated costs total approximately \$65,000. The time frame to complete the project is 60-90 days.

If you have any questions, please don't hesitate to ask.

Sincerely,

Denise Boutilier
Parking Manager

Jane Gile
Human Resources Director



CITY OF MANCHESTER Human Resources Department

February 6, 2017

Board of Mayor and Aldermen
One City Hall Plaza
Manchester, NH 03101


RE: Informational – Transfer of HSA Administration to Anthem Benefit Wallet

Honorable Board of Mayor and Aldermen:

The City is moving forward with the transition of its HSA administration from Avidia Bank to Anthem Benefit Wallet on July 1, 2017. As you may recall, last spring, Citizens Bank, our HSA administrator at the time, sold and transferred the city's HSA account to Avidia Bank at the same time the city was recommending the change to Anthem Benefit Wallet. The timing of the Avidia transfer interfered with the city's plans. A conscious decision was made at that time to delay the implementation with Anthem Benefit Wallet and allow the Avidia transfer to go through as smoothly as possible without causing any additional confusion to members.

The communication is more informational in nature, i.e., to let the Board know that the City is moving ahead to contract with Anthem Benefit Wallet, as planned last year, for the administration of employee Health Savings Accounts.

Respectfully submitted,



Jane E. Gile, SPHR, SHRM S-CP
Human Resources Director

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that the City contract with Anthem BenefitWallet for Health Savings Account administration.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held April 5, 2016, on a motion of Alderman Hirschmann, duly seconded by Alderman Katsiantonis, the report of the Committee was accepted and its recommendations adopted.



City Clerk

Jane Gile
Human Resources Director



CITY OF MANCHESTER

Human Resources Department

March 29, 2016

Keith Hirschmann, Chair
Human Resources and Insurance Committee
One City Hall Plaza
Manchester, NH 03101

Re: RFP – Health Savings Accounts (HSA)

Dear Chair Hirschmann and HRIC Members:

In anticipation of the potential elimination of the HSA servicing by Citizens Bank and due to customer service concerns expressed by employees regarding Citizens, the City and the School District sought the help of WBS with a Request for Proposals (RFP) for HSA administration.

The RFP produced five (5) vendors interested in administering the HSA accounts for the City and the School District. Citizens Bank did not bid. The vendors include: Bank of NH, Benefit Strategies, Anthem, Members 1st Credit Union and Avidia Bank. The proposals were reviewed by representatives of both the School District and the City. On the City side this group included the Benefits Coordinator, the Deputy Finance Director and the HR Director. The School side was represented by the Finance Director, the HR Director and the Benefits Coordinator. Maria Chandler and Tom DeLacey from WBS assisted us in the process. Evaluation criteria included integration with the Anthem health plan, price competitiveness, flexible investment options, dedicated customer service team, superior user experience and compliance to the City's contract terms. The team evaluated responses to approximately 60 criteria questions which covered plan administration, customer support services, employer support services, investment rates and options, system security, communications and fees.

Based on the bid evaluation, it is recommended that the City contract with Anthem through BenefitWallet (Mellon Bank of NY as custodian of the funds). The arrangement with Anthem allows the full integration of medical claims with HSA account balances. This feature is not available with the 4 other bidders.

The BenefitWallet employer portal has web reporting tools which are readily available and can allow the city to closely monitor and reconcile all transmitted contributions.

BenefitWallet has enhanced employee web-based claim management which includes an account balance dashboard, complete claims history viewing and a claim filing feature which allows

1 City Hall Plaza • Human Resources Department • Manchester, New Hampshire 03101 • (603) 624-6543 •

FAX: (603) 628-6065

E-mail: HumanResources@ManchesterNH.gov • Website: www.manchesternh.gov

storage of medical receipts for future processing as well as a click to pay feature. A mobile app is available. Benefit Wallet is the only bidder with a 24/7 toll-free customer service unit. The interest rate is competitive with the other bidders, although less than the rates offered at Citizens Bank.*

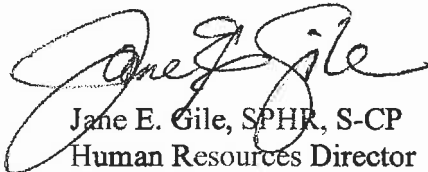
Attached you will find a timely communication from Citizens Bank announcing the transfer of its HSA portfolio to Avidia Bank. The transition is expected to happen within the next few weeks. The city is hopeful that it can make the switch to BenefitWallet prior to Citizens transferring the funds to Avidia.

The city is in communication with Citizens to determine the actual timeline of the transfer and to ascertain what can be done to effectuate one transition for our HSA subscribers, i.e., a seamless transition from either Citizens or Avidia to Anthem – BenefitWallet. We are hopeful that this is possible as it will be less confusing for our employees.

Recommendation:

That the City contract with Anthem BenefitWallet for Health Savings Account Administration.

Respectfully submitted,



Jane E. Gile, SPHR, S-CP
Human Resources Director

* Citizen Bank rates will no longer be available once funds transferred to Avidia Bank

March 23, 2016

City Of Manchester - City
1 City Hall Plz
Manchester, NH 03101-2099



Transfer of Your Employer Health Savings Account (HSA) Agreement to Avidia Bank

Dear Valued Client:

As you may have read in the business press, Citizens Commercial Banking ("Citizens") is exiting the servicing of HSA accounts and will therefore no longer be offering HSA services to any clients. Rather than simply close our HSA accounts, we decided to look for a financial institution that offers a high level of service and an ongoing commitment to HSA clients. As a result, on December 8, 2015, Citizens entered into an agreement to transfer its HSA portfolio to Avidia Bank, a \$1.2 billion mutual community bank headquartered in Hudson, Massachusetts.

In mid- to late-May 2016, Avidia Bank will assume responsibility for both your HSA Employer Agreement and the administration of your employees' HSA accounts. Please be assured that Citizens and Avidia Bank are working together to ensure a seamless transition.

During the next two months, your employees will receive detailed information from Citizens and Avidia Bank regarding:

- Exact timing of the transition
- Any action they need to take prior to and after the transfer
- How their HSA accounts will be serviced by Avidia
- Their new HSA debit cards and disclosure agreements

You will also receive a letter of introduction from Avidia Bank that will outline their HSA program and targeted transition dates. If you have any questions in the meantime, you may contact Jeff Graves, Citizens Commercial Banking product manager, at 617-725-5624. We appreciate your efforts to make your employees aware of this transition.

We are confident that Avidia Bank will continue to meet your HSA-related needs and the needs of your employees with exceptional solutions and service.

Citizens Commercial Banking will remain your primary banking partner for your broader existing banking relationship, including your treasury management products and services. Your relationship is our highest priority and nothing matters more to us than your complete satisfaction and trust.

Thank you for choosing Citizens Commercial Banking.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Cummins".

Michael Cummins
Executive Vice President
Head of Treasury Solutions

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2017 CIP 510317 Sam Carey Outdoor Summer Basketball League.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2017 CIP as contained in the 2017 CIP budget; and

WHEREAS, the 2017 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds to carry out a six week outdoor basketball league;

NOW, THEREFORE, be it resolved that the 2017 CIP be amended as follows:

By adding:

FY2017 510317 Sam Carey Outdoor Summer Basketball League - \$10,000 Other

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Thirty One Thousand Four Hundred Thirty Eight Dollars and Seventy Five Cents (\$31,438.75) for the FY 2017 CIP 412017 Vehicle Impound Lot.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2017 CIP as contained in the 2017 CIP budget; and

WHEREAS, the 2017 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to transfer funds from Contingency to prepare 536 Dunbarton Road for use as the Police Department impound lot;

NOW, THEREFORE, be it resolved that the 2017 CIP be amended as follows:

By adding:

2017 CIP 412017 Vehicle Impound Lot - \$31,438.75 Other

Resolved, that this Resolution shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the summary of abatement requests submitted by Fred McNeill, Chief Engineer, be approved.

(Unanimous vote with the exception of Alderman Shaw who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Hal Sullivan
Toni Pappas
Patrick Robinson
James Burkush

CITY OF MANCHESTER
Department of Public Works
Environmental Protection Division

Memo

Date: 01/19/17 17-001
To: CIP Committee
Cc: Lisa Hynes – EPD
June George – EPD
Matthew Normand – City Clerks Office
From: Frederick McNeill *FJM*
RE: EPD Abatement Requests

The attached table summarizes the 17 abatements reviewed by the Highway Commission at their monthly meeting on January 9, 2017.

Backup documentation for these sewer abatement requests is on file with the City Clerk's office. The electronic version of this request will be forwarded to you as well as the City Clerk's office.

Please let me know if you need any additional information.

City of Manchester
Environmental Protection Division
Summary of Abatement Requests
January 5, 2017 to Highway Commission
January 19, 2017 to CIP/City Clerk

Number	Customer Acct #	Customer	Property Address	Abatement Request Rec'd	Request Reason	EPD Recommendation	Justification	Abatement Amount	Highway Commission Recommendation
1	146569-10766	Bunyasaranand	514 Rimmon St.	09/21/16	toilet leaks	Deny	below 250% threshold - 185%	-	Deny
2	10607-6862	Daudier	186 Central St.	10/11/16	toilet leaks	Abate	above 250% threshold - 264%	2,533.10	Grant
3	178141-212840	Eberhardt	125 Thistle Way	10/21/16	Valdalism	Deny	below 250% threshold -213%	-	Deny
4	128183-204060	497 Silver St. Associates	499 Silver St.	10/29/16	toilet leaks	Deny	below 250% threshold - 193%	-	Deny
5	47065-33512	Trisciani	145 Candia Rd	10/24/16	toilet leaks	Abate	above 250% threshold - 321%	145.74	Grant
6	159133-7514	DesFosses	31 Ainsworth Ave	10/30/16	Irrigation Leak	Abate	above 250% threshold - 464%	138.80	Grant
7	30405-20966	Desruisseau	99 Beech St.	11/07/16	toilet leaks	Abate	above 250% threshold - 335%	416.40	Grant
8	168143-63500	Thapa	234 Cranwell St.	11/07/16	outside water usage	Deny	deduct policy	-	Deny
9	149557-10456	Milonas	45 Jones St.	11/09/16	pipe burst	Deny	abatement granted in 2013	-	Deny
10	75909-58282	Langley	300 Aaron Dr.	11/10/16	toilet leaks	Abate	above 250% threshold - 261%	211.67	Grant
11	46515-33152	Lemay	22 Westminster St.	11/17/16	toilet leaks	Abate	above 250% threshold - 483%	159.62	Grant
12	172195-44782	Castongway	22 Caron St	11/20/16	toilet leaks	Abate	above 250% threshold - 467%	114.51	Grant
13	125571-19982	Brown	630 Prescott St.	11/23/16	toilet leaks	Abate	above 250% threshold - 261%	319.24	Grant
14	14135-9214	Stevens	524 Merrimack St.	11/25/16	toilet leaks	Abate	above 250% threshold - 272%	447.63	Grant
15	158491-45224	Saeed	62 Faith Ln	12/05/16	toilet leaks	Deny	below 250% threshold - 177%	-	Deny
16	159183-2972	Potter	351 Lowell St.	12/05/16	toilet leaks	Abate	above 250% threshold - 479%	249.84	Grant
17	65425-45958	Robichard	240 Pinebrook Pl	12/12/16	toilet leaks	Deny	below 250% threshold - 235%	-	Deny
Total Abatements								\$ 4,736.55	

**CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation**

Date Received: 9/21/2016

Customer Name: Prinya Bunyasaranand

Account #: 146569-10766
Combined Billing

Property Address: 514 Rimmon St.

Reason for Request: Toilet Leaks

Service Dates: 4/20/16-7/21/16-10/21/16

Bill Date: 8/24/16-11/23/16

Consumption: 309 ccf

% Increase from Average: 185%

Average Consumption: 167 ccf

Based on: 5 yr average

Difference: 142 ccf

Other Comments: _____

EPD Recommendation: Abatement Does Not exceed 250% Threshold.

Deny If mfg

Abatement Total: _____ ccf at \$ 3.47 \$ -

Highway Recommendation: Deny

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



9-21-16

Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: PRIMA BUNYASARANAND

Address: 506 ELM RD B
(Street)
BARRINGTON IL 60010
(City) (State) (Zip)

Phone Number: 312-371-7363
(City) (State) (Zip)

Customer Account Number: 146569-10766

Address of Property for which Abatement is Requested:
514 RIMMON ST
(Street)
MANCHESTER NH 03102
(City) (State) (Zip)

Billing Period: 8/24/16 - 4-20-16 - 7-21-16

Amount of Abatement Request: \$ 300.00

Reason for Abatement Request: TOILETS LEAK, APT 3R DUE TO CRACK
INSIDE THE TANK AND FOR APT 2F. SLOW LEAK AT THE
FLAPPER.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

SEPT 21, 2016
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

✓
CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/11/2016

Customer Name: Betty Daudier

Account #: 10607-6862
Combined Billing

Property Address: 186 Central St.

Reason for Request: toilet leak

Service Dates: 7/7/14-9/21/16

Bill Date: 7/23/14 - 10/26/16

Consumption: 1176 ccf % Increase from Average: 264%

Average Consumption: 446 ccf Based on: Average Daily Consumption
5 Years prior to estimates

Difference: 730 ccf

Other Comments: Due to on going estimates, unaware of toilet leak until new meter set and read.

EPD
Recommendation: _____

Approved For abatement JFM

Abatement Total: 730 ccf at \$ 3.47 \$ 2,533.10

Highway
Recommendation: Approved

Date: 1/4/17 19-17

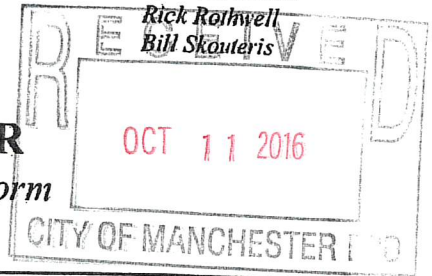
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Betty S DAUDIER TEE

Address: 67 RIDGEFIELD DR
(Street)
MILFORD (City) NH (State) 03055 (Unit)
Phone Number: 603-673-4448 OR 566-7322 (Zip)

Customer Account Number: 10607-6862

Address of Property for which Abatement is Requested:
186 CENTRAL ST
(Street)
MANCHESTER (City) NH (State) 03103 (Unit)
(Zip)

Billing Period: 12-28-15 TO 4-8-16

Amount of Abatement Request: 2,352.66

Reason for Abatement Request: TOILET LEAK

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Sue/Betty Daudier
(Signature)

10-7-16
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/21/2016

Customer Name: Eleanor Eberhardt

Account #: 178141-212840
Combined Billing

Property Address: 125 Thistle Way

Reason for Request: vandalism

Service Dates: 6/8/16 - 9/8/16

Bill Date: 10/12/2016

Consumption: 196 ccf

% Increase from Average: 213%

Average Consumption: 92 ccf

Based on: based of 1st reading
average daily consumption
New Property

Difference: 104 ccf

Other Comments: _____

EPD Recommendation: Abatement does not exceed 250% Threshold

Dery IFMent

Abatement Total: 0 ccf at \$ 3.47 \$ -

Highway Recommendation: Deny

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

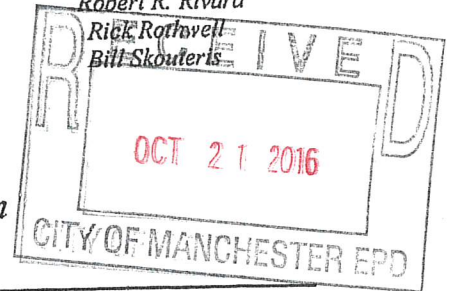
Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



624-6595
Sewer

Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouleris



CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: LORI EBERHARDT RANU

Address: 48 BRYANT ROAD
(Street) MANCHESTER, NH 03109 (Unit)

Phone Number: 603-493-1852 cell / 603-644-2396 office
(City) (State) (Zip)

Customer Account Number: 178141-212840

Address of Property for which Abatement is Requested: 125 THISTLE WAY
(Street) MANCHESTER, NH 03109 (Unit)
(City) (State) (Zip)

Billing Period: 6/8/16 9/8/16 (Between)

Amount of Abatement Request: \$ ~~1000~~ (NOT SURE)

Reason for Abatement Request: NEW HOME FOR SALE / VACANT
HOME WAS SOLD IN LATE SEPT. 29, 2016.
VANDALISM (NO LEAK)

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

PURGE CHECK 126 THISTLE WATER BU FROM
6/1/15 TO 9/1/15 / SAME WATER USAGE

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

LAKESIDE MANUFACTURED HOME PARK
48 BRYANT ROAD
MANCHESTER, NH 03109

10/19/2016
(Date)

Lakeside Manufactured Home Park

749 Corning Road · Manchester, NH 03109

(603) 644-2396

LakesideMHP@comcast.net

Abatement due to Vandalism

10/19/2016

125 Thistle Way

Manchester NH 03109

To whom it may concern;

A 2016 Marlette manufactured home was installed at 125 Thistle way in late spring 2016. Water and sewer was installed at this time. The only water used was strictly for the irrigation system. There was no one living there. The home was vacant and was on the market around the end of June.

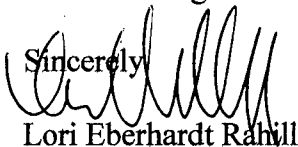
My husband and I manage the manufactured home park. We were evicting a guest of one of our tenants, because of his past criminal record. It was around the holiday weekend of July 4th 2016. We were away from the park at the time. Upon our return, our realtor from Keller Williams Realty told us she had a conversation with the evicted tenant, as he was moving. She told us he said the landlord "would get his". This tenant lived right next door to 125 Thistle Way at 115 Thistle Way. We also found a water hose on the side of the property, but didn't think anything of it at the time.

When we received our most recent bill, we had a licensed plumber inspect the property for leaks and he found none. He also said the meter was not spinning when the water was shut off. We believe the unit was vandalized by the tenant we were evicting him from our park.

We have installed 12 other new homes with irrigated lawns and have never had a bill with that much usage. I have never had a water bill this high, even with a leak. The lot at 125 Thistle Way is a small lot with only 6000 sf.

We are requesting an abatement due to the apparent vandalism. Lakeside Manufactured Home Park is a family run business for over 38 years and we have keep our fees low while creating a clean, quiet community for our residence.

Sincerely,



Lori Eberhardt Rahill

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/29/2016

Customer Name: 497 Silver St. Associates

Account #: 128183-204060
Combined Billing

Property Address: 499 Silver St.

Reason for Request: Toilet Leak

Service Dates: 3/24/16-6/14/16

Bill Date: 7/20/2016

Consumption: 410 ccf

% Increase from Average: 193%

Average Consumption: 212 ccf

Based on: 5 yr average

Difference: 198 ccf

Other Comments: _____

EPD Recommendation: Abatement Does Not exceed 250% Threshold.

Dery F. Meil

Abatement Total: 0 ccf at \$ 3.47 \$ -

Highway Recommendation: Deny

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Dawn Foote, Deputy Mayor

Address: Avis Properties
80 Nashua Rd #24
Londonderry, NH 03053 (Unit)

Phone Number: (City) 603 247 9459 (State) (Zip)

Customer Account Number: 128183 - 204060

Address of Property for which Abatement is Requested: 499 Silver St
Manchester, NH 03103 (Street) (City) (State) (Zip)

Billing Period: 3/16 - 6/14/16

Amount of Abatement Request: \$650 -

Reason for Abatement Request: Upon bid inspection due to high usage we found a tenants apartment having a running toilet. Flapper was broken & fill valve not shutting or bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete. water flow

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

10/25/16 (Date)

300 Weston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/24/2016

Customer Name: Joseph Trisciani

Account #: 47065-33512
Combined Billing

Property Address: 145 Candia Rd.

Reason for
Request: Toilet Leak

Service Dates: 6/9/16-9/9/16-12/18/16

Bill Date: 7/13/16-10/12/16

Consumption: 61 ccf

% Increase
from Average: 321%

Average
Consumption: 19 ccf

Based on: 5 yr average

Difference: 42 ccf

Other Comments: _____

EPD
Recommendation: Abatement exceeds 250% Threshold.

Approved JF [Signature]

Abatement Total: 42 ccf at \$ 3.47 \$ 145.74

Highway
Recommendation: Approved

Date: 1-9-17

Scott FYI

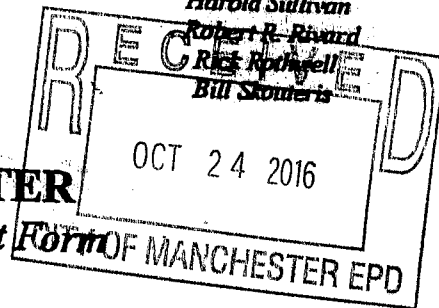
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skowronis



CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Joseph D. TRISCIANI

Address: 145 Candia Rd
(Street)

MANCHESTER
(City)

N.H.
(State)

03109
(Zip)

Phone Number: 603-6256811

Customer Account Number: 47065-33512

Address of Property for which Abatement is Requested:

145 Candia Rd
(Street)

MANCHESTER
(City)

N.H.
(State)

03109
(Zip)

Billing Period: June 9 to Sept. 9

Amount of Abatement Request: \$4.16

Reason for Abatement Request: We cannot really afford all these increases coming in on water, electric, gas ect ect For we are Retired and on a small income

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

2nd Floor Bathroom your agent Scott Found toilet Has a very slow Leak. can Barely seen or heard. We do not use it. it is used maybe 3 to 4 day a year when our daughter comes for a visit - Fixed June 29th shut off was not fixed

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Joseph D. Trisciani
(Signature)

10-19-16
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/30/2016

Customer Name: Linda DesFosses

Account #: 159133-7514
Combined Billing

Property Address: 31 Ainsworth Ave

Reason for Request: Irrigation Leak

Service Dates: 6/16/16-9/19/16

Bill Date: 10/26/2016

Consumption: 51 ccf

% Increase from Average: 464%

Average Consumption: 11 ccf

Based on: 5 yr average

Difference: 40 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approve J. Menez

Abatement Total: 40 ccf at \$ 3.47 \$ 138.80

Highway Recommendation: Approved

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skuteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

10-30-16

Name: LINDA DES FOSSES

Address: 31 AINSWORTH AVE
(Street)

MANCHESTER (City) NH (State) 03103 (Unit)
(Zip)

Phone Number: 603-858-1272

Customer Account Number: 159133-7514

Address of Property for which Abatement is Requested:

31 AINSWORTH AVE
(Street)

MANCHESTER (City) NH (State) 03103 (Unit)
(Zip)

Billing Period: 6-16-16 - 9-19-16

Amount of Abatement Request: 135.33

Reason for Abatement Request: IRRIGATION LEAK

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes X No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Linda Desfosses
(Signature)

10-4-16
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/7/2016

Customer Name: Donald Desruisseau

Account #: 30405-20966
Combined Billing

Property Address: 99 Beech St.

Reason for Request: toilet leak

Service Dates: 6/15/16-9/15/16

Bill Date: 10/19/2016

Consumption: 171 ccf % Increase from Average: 335%

Average Consumption: 51 ccf Based on: 5 yr average

Difference: 120 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approved JF McNeil

Abatement Total: 120 ccf at \$ 3.47 \$ 416.40

Highway Recommendation: Approved

Date: 1-9-17

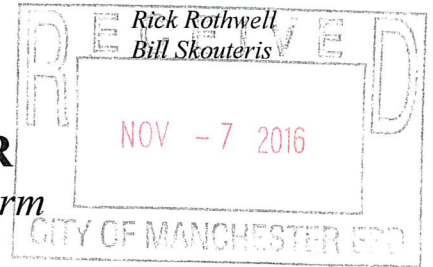
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: DONALD DESRUSSKANY

Address: 121 LYNDENBORD RD
(Street) NEW BOSTON (City) NH (State) 03070 (Unit) (Zip)

Phone Number: 603-234-3415

Customer Account Number: 30405-20966

Address of Property for which Abatement is Requested:
99 BEACH ST
(Street) MANCHESTER (City) NH (State) 1 (Unit) (Zip) 03103

Billing Period: 6-15-16 TO 9/15/16

Amount of Abatement Request: \$437.22

Reason for Abatement Request: TOILET ON FLOOR UNIT WAS LEAKING
BY A TENANT NEVER NOTIFIED ME.
WAS DISCOVERED BY AN INSPECTOR 134 WATER WORKS.
"REPAIRED"

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

11-02-16
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/7/2016

Customer Name: Saraswoti Thapa

Account #: 168143-63500
Combined Billing

Property Address: 234 Cranwell St.

Reason for Request: outside water usage

Service Dates: 6/10/16-9/12/16

Bill Date: 10/19/2016

Consumption: 196 ccf % Increase from Average: 356%

Average Consumption: 55 ccf Based on: 11 Quarters

Difference: 141 ccf

Other Comments: Homeowner has disconnected plumbing to deduct meter (per MWW)

EPD Recommendation: Abatement exceeds 250% Threshold.

Deny J. M. [Signature]

Abatement Total: 0 ccf at \$ 3.47 \$ -

Highway Recommendation: Deny

Date: 1-9-17

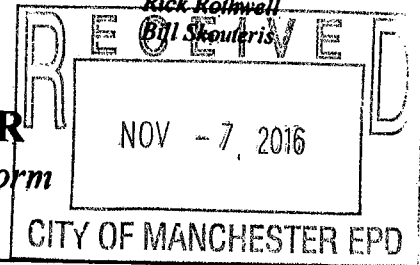
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skauteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: SARASWOTI THAPA

Address: 234 CRANWELL DRIVE
(Street)

MANCHESTER
(City)

NH
(State)

(Unit)
03109
(Zip)

Phone Number: 603-218-9436

Customer Account Number: 168143-63500

Address of Property for which Abatement is Requested:

234 CRANWELL DRIVE
(Street)

MANCHESTER
(City)

NH
(State)

(Unit)
03109
(Zip)

Billing Period: 6/10/16 - 9/12/16

Amount of Abatement Request: \$405.99

Reason for Abatement Request: used outside waterline to water the lawn. did not know it was not supposed to be done. Thus, water was used in the lawn, it did not go into the sewer system. (did not know outside waterline was not connected to the sewer deduct meter)

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

N/A

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes No N/A

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Shaper
(Signature)

11/04/16
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/9/2016

Customer Name: Christopher Milonas

Account #: 149557-10456
Combined Billing

Property Address: 45 Jones St.

Reason for Request: pipe burst

Service Dates: 6/9/16-9/9/16-12/8/16

Bill Date: 10/12/16-1/17

Consumption: 608 ccf % Increase from Average: 461%

Average Consumption: 132 ccf Based on: 5 yr average

Difference: 476 ccf

Other Comments: Abatement was previously requested and granted 8/2013

EPD Recommendation: Deny

Denied - TJ McNeil

Abatement Total: 0 ccf at \$ 3.47 \$ -

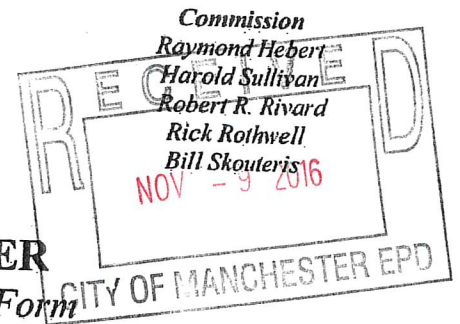
Highway Recommendation: Deny

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Christopher S. Milonas

Address: 61 Canal St.
Manchester (Street) NH (Unit)
(City) (State) 03101-2302 (Zip)

Phone Number: 603-440-4531 (State) (Zip)

Customer Account Number: 149557-10456

Address of Property for which Abatement is Requested:
45 JONES ST
Manchester (Street) NH (Unit)
(City) (State) 03103 (Zip)

Billing Period: 6/9/16 - 9/9/16

Amount of Abatement Request: _____

Reason for Abatement Request: Extraordinary Event -
SEWER abatement due to pipe burst

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

PIPE BURST WAS IN THE BASEMENT WALL AND IT WAS
NOT DETECTED. MANCHESTER WATER WORKS CALLED & TO
ALERT ME A LARGE AMOUNT OF WATER WAS BEING USED. I REQUESTED
A PLUMBER TO INVESTIGATE, WHO DISCOVERED THE PIPE BURST BEHIND THE WALL.
BASEMENT IS CONCRETE.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

11/9/16
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/10/2016

Customer Name: Gary Langley

Account #: 75909-58282
Combined Billing

Property Address: 300 Aaron Dr

Reason for Request: Toilet Leak

Service Dates: 6/9/16-9/9/16

Bill Date: 10/12/2016

Consumption: 99 ccf

% Increase from Average: 261%

Average Consumption: 38 ccf

Based on: 5 yr average

Difference: 61 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approved JF Mearl

Abatement Total: 61 ccf at \$ 3.47 \$ 211.67

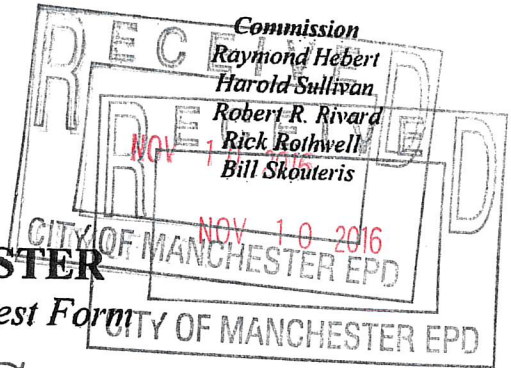
Highway Recommendation: Approved

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: GARY & Joan LANGLEY

Address: 300 AARON Drive
(Street)

Manchester (City) NH (State) 03109 (Unit)

Phone Number: 603-627-1872 (Zip)

Customer Account Number: 75909-58282

Address of Property for which Abatement is Requested:
SAME AS ABOVE
(Street) (Unit)

(City) (State) (Zip)

Billing Period: 6-9-16 - 9-9-16

Amount of Abatement Request: 249.84

Reason for Abatement Request: Two toilet leaks

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Joan Langley
(Signature)

11-7-16
(Date)

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E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/17/2016

Customer Name: Robert Lemay

Account #: 46515-33152
Combined Billing

Property Address: 22 Westminster St.

Reason for Request: Toilet leaks

Service Dates: 7/01/16-9/29/16

Bill Date: 11/2/2016

Consumption: 58 ccf

% Increase from Average: 483%

Average Consumption: 12 ccf

Based on: 5 yr average

Difference: 46 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approved FJ McNeil

Abatement Total: 46 ccf at \$ 3.47 \$ 159.62

Highway Recommendation: Approved

Date: 1-9-17

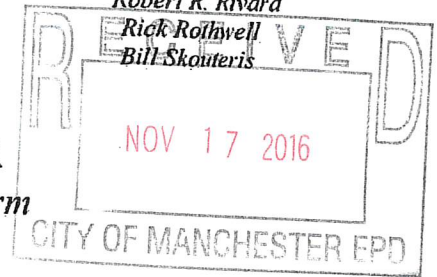
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: ROBERT A. LEMAY

Address: 22 WESTMINSTER ST.
(Street)

MANCHESTER (City) NH (State) 03103 (Unit)

Phone Number: 603-669-6442 (Zip)

Customer Account Number: 46515-33152

Address of Property for which Abatement is Requested:
22 WESTMINSTER ST.
(Street)

MANCHESTER (City) NH (State) 03103 (Unit)

Billing Period: 7-1-16 to 9-29-16

Amount of Abatement Request: 170.03

Reason for Abatement Request: BOTH TOILETS HAD A LEAKING FILL VALVE, REPLACED BOTH.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

 Yes X No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Robert A. Lemay
(Signature)

11/15/16
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

✓

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/20/2016

Customer Name: Derek Castongway

Account #: 172195-47782
Combined Billing

Property Address: 22 Caron St.

Reason for Request: toilet leak

Service Dates: 6/29/16-9/28/16

Bill Date: 11/2/2016

Consumption: 42 ccf

% Increase from Average: 467%

Average Consumption: 9 ccf

Based on: 5 QTR average

Difference: 33 ccf

Other Comments: _____

EPD
Recommendation: Abatement exceeds 250% threshold

Approved JF McNeill

Abatement Total: 33 ccf at \$ 3.47 \$ 114.51

Highway
Recommendation: Approved

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

11-20-16

Name: Derek Castonguay

Address: 22 Caron St.
(Street) Manchester (City) NH (State) 03103 (Unit) (Zip)

Phone Number: 603-518-8179

Customer Account Number: 172195-47782

Address of Property for which Abatement is Requested:
22 Caron St.
(Street) Manchester (City) NH (State) 03103 (Unit) (Zip)

Billing Period: 8/2/16 - 11/1/16

Amount of Abatement Request: \$201²⁶

Reason for Abatement Request: Leaky Toilet - purchased
Flapper + Wax Ring -

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

11-14-16
(Date)

✓
**CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation**

Date Received: 11/23/2016

Customer Name: James Brown

Account #: 125571-19982
Combined Billing

Property Address: 630 Prescott St.

Reason for Request: toilet leak

Service Dates: 6/16/16-9/1/16

Bill Date: 10/26/2016

Consumption: 149 ccf % Increase from Average: 261%

Average Consumption: 57 ccf Based on: 5 yr average

Difference: 92 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approved J. M. Smith

Abatement Total: 92 ccf at \$ 3.47 \$ 319.24

Highway Recommendation: Approved

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan

Robert R. Rivard
Rick Rohwell
Bill Skouteris

NOV 23 2016

CITY OF MANCHESTER EPD

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: JAMES BROWN

Address: 176 EAST RD
(Street)

Weare (City) NH (State) 03281 (Unit)
(Zip)

Phone Number: 603 491 0297

Customer Account Number: 125571 19982

Address of Property for which Abatement is Requested:

630 PRESCOTT ST
(Street)
Manchester (City) N.H. (State) 03103 (Unit)
(Zip)

Billing Period: 6-16-16 9-19-16

Amount of Abatement Request: \$333.12

Reason for Abatement Request: toilet Leak

WE REPLACED ENTIRE PUTS TO THIS TOILET
FLAPPER, FLUSH LEVER, CHAIN, WE KEEP ALL THE ITEMS
IN INVENTORY

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

BROKEN CHAIN IN TOILET TANK CAUGHT BENEATH
FLAPPER, TENANT FAILED TO MAKE ME
AWARE OF ISSUE

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

James L. Brown
(Signature)

11-2-16
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/25/2016

Customer Name: Paul Stevens

Account #: 14135-9214
Combined Billing

Property Address: 524 Merrimack St.

Reason for Request: Toilet leaks

Service Dates: 6/28/16-9/27/16

Bill Date: 11/2/2016

Consumption: 204 ccf % Increase from Average: 272%

Average Consumption: 75 ccf Based on: 5 yr average

Difference: 129 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approved J. M. G. 11/25/16

Abatement Total: 129 ccf at \$ 3.47 \$ 447.63

Highway Recommendation: Approved.

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

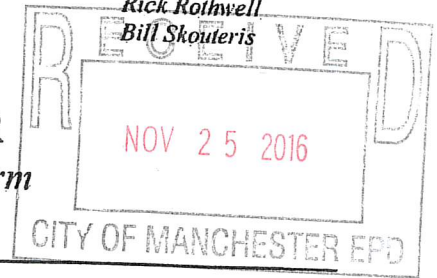
Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form



Name: Paul Stevens

Address: 3 Second St

Bedford (City)

NH (State)

(Unit)
03110 (Zip)

Phone Number: _____

Customer Account Number: 14135-9214

Address of Property for which Abatement is Requested:

524 Merrimack St (Street)
Manchester (City)

NH (State)

(Unit)
03103 (Zip)

Billing Period: 6-28-16 to 9-27-16

Amount of Abatement Request: \$ 527.44

Reason for Abatement Request: Toilet leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

MA

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Paul Stevens
(Signature)

11-22-16
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/5/2016

Customer Name: Alaaeldin Saeed

Account #: 158491-45224
Combined Billing

Property Address: 62 Faith Ln

Reason for Request: toilet leak

Service Dates: 7/5/16 -10-3-16

Bill Date: 11/2/2016

Consumption: 39 ccf

% Increase from Average: 177%

Average Consumption: 22 ccf

Based on: 5 yr average

Difference: 17 ccf

Other Comments: _____

EPD
Recommendation: Abatement does not exceed 250% Threshold.

Deny If mfect

Abatement Total: 0 ccf at \$ 3.47 \$ -

Highway
Recommendation: Deny

Date: 1-9-17

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan

Robert R. Rivard
Rick Rollins
Bill Skouteris

DEC - 5 2016

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

CITY OF MANCHESTER EPD

Name: Alaaeldin H Saeed

Address: 62 Faith Lane

Manchester (City) NH (State) 03103 (Unit)
(Zip)

Phone Number: 603-666-4337

Customer Account Number: 158491-45224

Address of Property for which Abatement is Requested:

62 Faith Lane
Manchester (City) NH (State) 03103 (Unit)
(Zip)

Billing Period: 7/05/16 - 10/03/16

Amount of Abatement Request: \$236.60

Reason for Abatement Request: Amount requested is high and we had a running toilet issue, which we recently fixed,

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

The running toilet was on the first floor bathroom.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☒ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Afaf Redwan
(Signature)

11/30/16
(Date)

✓

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/5/2016

Customer Name: Potter, Brian

Account #: 159183-2972
Combined Billing

Property Address: 351 Lowell St.

Reason for Request: Toilet leak

Service Dates: 6/2/16-9/1/16

Bill Date: 10/5/2016

Consumption: 91 ccf

% Increase from Average: 479%

Average Consumption: 19 ccf

Based on: 5 yr average

Difference: 72 ccf

Other Comments: _____

EPD Recommendation: Abatement exceeds 250% Threshold.

Approved J. M. Kelly

Abatement Total: 72 ccf at \$ 3.47 \$ 249.84

Highway Recommendation: Approved

Date: 1-9-17

Scott FYI

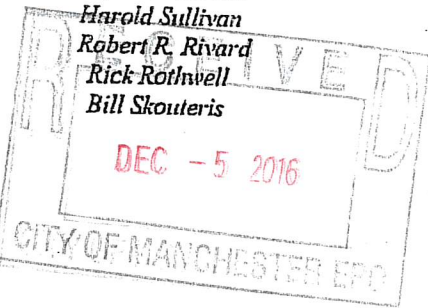
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: BRIAN POTTER

Address: 351 LOWELL ST 55 GOLDENROD AVE
(Street) (Unit)
MANCHESTER AUBURN N.H. 03032
(City) (State) (Zip)

Phone Number: 603 - 231-5361

Customer Account Number: _____

Address of Property for which Abatement is Requested:
351 LOWELL ST 1
(Street) (Unit)
MANCHESTER N.H. 03104
(City) (State) (Zip)

Billing Period: 6/02/16 THRU 9/01/16

Amount of Abatement Request: \$330.00

Reason for Abatement Request: TENANT TOILET LEAKING
HAD WATER WORKS LOOK AT THE HOUSE
AND FOUND ONE LEAKING TOILET IN UNIT #1

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes NA No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

11-26-16
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/12/2016

Customer Name: Roger Robichaud

Account #: 65425-45958
Combined Billing

Property Address: 240 Pinebrook Pl

Reason for Request: toilet leak

Service Dates: 6/7/16-9/7/16

Bill Date: 10/12/2016

Consumption: 47 ccf

% Increase from Average: 235%

Average Consumption: 20 ccf

Based on: 5 yr average

Difference: 27 ccf

Other Comments: _____

EPD Recommendation: Abatement does not exceed 250% Threshold.

Don F McNeill

Abatement Total: 0 ccf at \$ 3.47 \$ -

Highway Recommendation: Deny

Date: 1-9-17

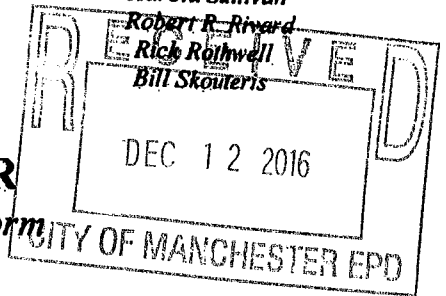
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Roger Robichaud

Address: 240 Pinebrook PL
(Street)

Manchester NH 03109
(City) (State) (Zip)

Phone Number: 603 668 5401

Customer Account Number: 65425-45958

Address of Property for which Abatement is Requested:
240 Pinebrook PL
(Street)

Manchester (City) (State) (Zip)

Billing Period: 6-7-2016 to 9-07-2011

Amount of Abatement Request: \$ 97.16

Reason for Abatement Request: Toilet Leaking
SON WAS ABLE TO REPAIR

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

N/A

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

 Yes No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

December 6, 2016
(Date)

300 Winston Street • Manchester, New Hampshire 03103 • (603) 624-6595 • FAX: (603) 628-6234
E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the amending resolution and budget authorization providing for the acceptance and expenditure of funds in the amount of \$10,000 for CIP 510317 Sam Carey Outdoor Summer Basketball League be approved.

(Unanimous vote with the exception of Alderman Shaw who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Donald Pinard
Chief of Parks, Recreation & Cemetery



Commission
George "Butch" Joseph, Clerk
Joseph T. Gallagher
Stephen Connors
Sarah Beaudry
Kenneth O'Shaughnessey

CITY OF MANCHESTER
Department of Public Works
Parks, Recreation & Cemetery Division

January 23, 2017

The Hon. William Shea
Chairman, Committee on Community Improvement
c/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Re: Donation from the Rock On Foundation

Dear Chairman Shea,

The Parks, Recreation and Cemetery Division has a working relationship with the Rock On Foundation, created by Luke and Matt Bonner. The Bonners and Parks, through the foundation, would like to start an outdoor basketball league in the city under the direction of Parks and Recreation staff. The Rock On Foundation will donate up to \$10,000 for the administration of this program to pay for referees, uniforms, equipment and scorekeepers. It is expected to run in July and August for boys and girls. The details for the program are currently being planned. This program is a new recreational opportunity offered for free by the Parks Division.

We are requesting approval for receipt of these funds which will not require matching funds from the city.

I am available to answer any questions that may arise.

Sincerely,

Donald R. Pinard
Chief of Parks, Recreation and Cemeteries

Cc: Kevin Sheppard/Tim Clougherty
Kerrie Poplin
Matthew Normand

CIP BUDGET AUTHORIZATION

CIP#: <input type="text" value="510317"/>	Project Year: <input type="text" value="2017"/>	CIP Resolution: <input type="text" value="5/17/2016"/>
Title: <input type="text" value="Sam Carey Outdoor Summer Basketball League"/>	Amending Resolution: <input type="text" value="2/21/2017"/>	
Administering Department: <input type="text" value="Public Works-Parks"/>	Revision: <input type="text"/>	

Project Description:

Federal Grants	Federal Grant: <input type="text" value="No"/>	Environmental	Review Required: <input type="text" value="No"/>
	Grant Executed: <input type="text"/>		Completed: <input type="text"/>

Critical Events

1.	<input type="text" value="Program Initiation"/>	<input type="text" value="2/21/17"/>
2.	<input type="text" value="Program Completion"/>	<input type="text" value="8/30/17"/>
3.	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>
		<input type="text" value="8/30/17"/>

Line Item Budget

	OTHER			TOTAL
Salaries and Wage	\$7,500.00	\$0.00	\$0.00	\$7,500.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$10,000.00	\$0.00	\$0.00	\$10,000.00

Revisions:

Comments:

Other funds derived from a Grant through the Rock on Foundation.

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2017 CIP 510317 Sam Carey Outdoor Summer Basketball League.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2017 CIP as contained in the 2017 CIP budget; and

WHEREAS, the 2017 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds to carry out a six week outdoor basketball league;

NOW, THEREFORE, be it resolved that the 2017 CIP be amended as follows:

By adding:

FY2017 510317 Sam Carey Outdoor Summer Basketball League - \$10,000 Other

Resolved, that this Resolution shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, a request from Families in Transition to assign all notes and mortgages related to CIP 610401 Millyard Families II to Housing Benefits, Inc. be approved.

(Unanimous vote with the exception of Alderman Shaw who was absent)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Harmond". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director - Building Regulations

MEMORANDUM

To: Alderman Bill Shea,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP
Director, Planning and Community Development

Date: January 30, 2017

Re: Request from Families In Transition to assign all CIP #610401 Millyard Families II Notes and Mortgages to Housing Benefits Inc.

In order to restructure its ownership interest in the building located at 122 Market Street, Families In Transition is requesting that the City's Mortgage Deed and Promissory Note be assigned to their wholly owned subsidiary, Housing Benefits, Inc. The Mortgage Deed and the Promissory Note secures the \$250,000 loan that was provided to Families In Transition to assist them with the development of fifteen affordable housing units. HUD HOME funds were utilized for this purpose. Subsequent to the reassignment, the city's mortgage instruments will remain in the same position and Housing Benefits Inc. will assume responsibility for complying with all applicable federal requirements.

The City Solicitor's Office has reviewed the Assignment, Assumption and Consent Agreement and determined that the City's interests are protected.

Please find attached the requested communications from Families In Transition which detail the necessary actions and copies of the existing Mortgage Deed and Promissory Note.

Your review of this request and a recommendation to the full Board is respectfully requested.



Families in Transition

Providing a Home. Building Hope.

Community Improvement Program
Attn: Todd Fleming
City of Manchester
One City Hall Plaza
Manchester, NH 03102

RE: Millyard Families II LP

Dear Todd:

Families in Transition, Inc. respectfully requests the assistance of the City of Manchester in the approval of the assignment of all notes and mortgages from the City of Manchester related to the Millyard Families II Limited Partnership project (the "Project"). The Project is being conveyed to a new owner, Housing Benefits, Inc., due to the end of the 15-year tax credit period and the exit of the limited partner. As part of the transaction, all of the debt on the Project is being assigned to Housing Benefits, Inc.

If this approval can be added to the agenda for the next CIP meeting on Monday, February 6th, we would be very appreciative.

Please let me know if you need anything further.

Sincerely,

Maureen A. Beauregard, President
Families in Transition, Inc./Housing Benefits, Inc.

BUYER:

HOUSING BENEFITS, INC.

Witness

By: _____
Maureen A. Beauregard, President

STATE OF NEW HAMPSHIRE
COUNTY OF _____

This instrument was acknowledged before me on this ____ day of _____, 2017, by
Maureen A. Beauregard, as President of Housing Benefits, Inc.

Notary Public/ Justice of the Peace

(Seal, if any)

My Commission Expires: _____

MORTGAGEE:

CITY OF MANCHESTER

Witness

By: _____
Name: _____
Title: _____

STATE OF NEW HAMPSHIRE
COUNTY OF _____

This instrument was acknowledged before me on this ____ day of _____, 2017, by _____, the duly authorized _____ of the City of Manchester, a New Hampshire municipal corporation.

Notary Public/ Justice of the Peace

(Seal, if any)

My Commission Expires: _____

Mortgagee
18.34
20.34

C 1041757

2001 JUN -7 PM 1:25

R.I

**CITY OF MANCHESTER
COMMUNITY IMPROVEMENT PROGRAM
MORTGAGE DEED**

Millyard Families II Limited Partnership, a New Hampshire limited partnership, having a mailing address of 106 Market Street, Manchester, New Hampshire 03101 ("Mortgagor"), for consideration paid, grants to the City of Manchester, a New Hampshire municipal corporation, having principal offices at one city hall plaza, Manchester, New Hampshire, 03101 ("Mortgagee"), and hereby grant and convey unto the said Mortgagee, its successors and assigns, with MORTGAGE COVENANTS, to secure the payment of Two Hundred Fifty Thousand Dollars (\$250,000) as evidenced by a Promissory Note (HOME), of even date (the "Note"), together with interest, costs and expenses thereon, those certain tracts or parcels of land situated in the City of Manchester, Hillsborough County, New Hampshire, more particularly described as follows:

A certain tract of land, together with any buildings thereon, located at 106 Market Street in Manchester, County of Hillsborough and State of New Hampshire, conveyed to the Mortgagor by Warranty Deed of Poisson recorded in the Hillsborough, County Registry of Deeds at Book 6307, Page 1840.

This Mortgage Deed is granted with the Statutory Conditions.

PROVIDED, NEVERTHELESS, that if the said Mortgagor, its successors and assigns shall faithfully perform its covenants and obligations as set forth in the Promissory Note in accordance with the foregoing condition, this mortgage shall be void; otherwise to remain in full force.

IT IS FURTHER AGREED that, on failure of the performance of any conditions, contained herein or in the Note, Mortgagee shall have the STATUTORY POWER OF SALE.

The covenants herein contained shall bind, and the benefits and advantages shall issue to the respective successors and assigns of the parties.

BK 6434 PG 2949

RECEIVED AND RECORDED
HILLSBOROUGH COUNTY REGISTRY OF DEEDS
Judith A. Macdonald
JUDITH A. MACDONALD, CPO, REGISTRAR

This mortgage is subject to a prior financing mortgage(s). If alternative financing is used to refinance that debt, this Mortgage Deed will also be subordinate to that mortgage provided it does not exceed the unpaid mortgage debt at the time of refinancing.

Notwithstanding any of the foregoing terms or conditions of this Mortgage or the terms and conditions of any note, or other collateral document related hereto, in the event of a default hereunder, the Mortgagee expressly and specifically covenants and agrees that (a) the Mortgagor and each partner, general or limited, of the Mortgagor shall not have any personal liability to pay any of the principal of or interest on the debt of which this Mortgage secures, (b) the Mortgagee will not collect or attempt to collect any of the sums due hereunder, including any deficiency judgment, from the Mortgagor or any of its partners, general or limited and (c) that the Mortgagee will look solely to the property, described in this Mortgage for satisfaction of all obligations hereunder. This Mortgage is intended to be a non-recourse obligation as defined in Treasury Regulation § 1.752-1(a)(2) and shall be construed consistently therewith

MORTGAGOR:

MILLYARD FAMILIES II LIMITED
PARTNERSHIP (By Its Sole General Partner:
Brick Mill House Families II, Inc.

By: Maureen A. Beauregard
Name: Maureen A. Beauregard
Title: President

BK6434PG2950

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBOROUGH

On this the 21st day of May, 2001, before me, the undersigned officer, personally appeared Maureen A. Beauregard, President of Brick Mill House Families II, Inc., a New Hampshire corporation, which is the General Partner of Millyard Families II Limited Partnership, a New Hampshire Partnership, duly authorized, who acknowledged herself to be the person above named and that she executed the foregoing instrument for the purposes contained therein on behalf of the limited partnership.

Jennifer A. Gurney
Notary Public/Justice of the Peace
My Commission expires: 3/8/2005
Name: Jennifer Gurney
[print]



g:\kviscarello\fit 14132\city home mort.doc

BK6434PG2951

PROMISSORY NOTE
(HOME)

FOR VALUE RECEIVED, MILLYARD FAMILIES II LIMITED PARTNERSHIP, a New Hampshire Limited Partnership with its principal place of business at 106 Market Street, Manchester, New Hampshire (hereinafter "BORROWER") promises to pay to City of Manchester, a body public and corporate, through its Community Improvement Program, with its principal place of business at One City Hall Plaza, Manchester, Hillsborough County, New Hampshire, and with a mailing address of One City Hall Plaza, Manchester, New Hampshire, 03101, (hereinafter "LENDER"), or to its order, the maximum principal sum of TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000).

[A payment of interest shall be made annually no later than August 1st, based on forty-two and one-half percent (42.5%) of the net cash flow of the Borrower as determined and calculated by an annual audit prepared by an independent auditor and in a form acceptable to the Lender.

In any year where the Debt Coverage Ratio exceeds 1.15 to 1 (including payments of interest and payments on the HOME funds provided by N.H. Housing Finance Authority) based on said annual audit, principal payments shall be made no later than August 1st, in an amount that will result in a 1.15 to 1 Debt Coverage Ratio.] Notwithstanding anything to the contrary herein, all unpaid sums due hereunder including principal shall be immediately payable in full on August 1, 2031.

Borrower may prepay this Note, in whole or in part, at any time or from time to time, without the payment of any penalty, premium or charge of any nature whatsoever.

This Note is secured by a Mortgage Deed of the Borrower of even date herewith ("Mortgage") covering certain real estate located in Manchester, New Hampshire ("Mortgaged Property") and various other financing instruments, each of even date herewith, and together with any other instrument securing this Note being hereinafter collectively referred to as the "Loan Documents" as said term is defined in the Mortgage. This Note is entitled to all of the benefits of the Loan Documents and specific reference is hereby made to the Loan Documents for all purposes.

Upon the occurrence of any of the following (each of which events shall be an Event of Default hereunder):

- (i) The failure of Borrower to use the mortgaged property for transitional housing for low income families for a period of not less than thirty (30) years; failure of the Borrower to meet the Lender's construction, rehabilitation standards and maintenance standards and failure to comply with the Code of Federal Regulations Title 24, Part 92 (24 CFR 92) of the United States Government as they now exist or may exist in the future.
- (ii) An Event of Default as described and defined in any of the Loan Documents, or any other instrument evidencing any indebtedness of the Borrower to the Lender and the expiration of any period provided in such instrument to cure such default;
- (iii) The failure of the Borrower to submit an annual audit to the lender before September 30th, which failure is not cured within fifteen (15) days.
- (iv) The failure of the Borrower to promptly make annual payments of interest and principal as set forth in the first paragraph of this note before September 30th, which failure is not cured within fifteen (15) days.
- (v) Any uncured event of default pursuant to a City of Manchester, Community Improvement Program , Subrecipient Agreement by and between the Lender and Millyard Families II Limited Partnership of near or even date, which failure is not cured within thirty (days).

Upon the occurrence of any of the above, the holder hereof may declare the entire unpaid balance due hereunder immediately due and payable without notice, demand, or presentment and may exercise any of its rights under any of the Loan Documents. In the event that the Lender or any subsequent holder of this Note shall exercise or endeavor to exercise any of its remedies hereunder or under any of the Loan Documents, the Borrower shall pay on demand all reasonable costs and expenses incurred in connection therewith, including, without limitation, reasonable attorney's fees and the Lender may take judgment for all such amounts in addition to all other sums due hereunder.

Notwithstanding anything to the contrary herein, all unpaid sums due hereunder shall be payable in full no later than August 1, 2031.

In the event of default as set forth above, the Borrower shall be liable for the full amount of the principal balance of this loan together with any other payments due herein including but not limited to the payment of reasonable attorney's fees.

The Borrower waives presentment for payment, protest and demand, and notice of protest, demands and/or dishonor and nonpayment of this Note, notice of any event of default under the Loan Documents except as specifically provided therein, and all other notices or demands otherwise required by law that the Borrower may lawfully waive. The Borrower expressly agrees that this Note, or any payment hereunder, may be extended from time to time, without in any way affecting the liability of the Borrower. No unilateral consent or waiver by the Lender with respect to any action or failure to act which, without consent would constitute a breach of any provision of this Note shall be valid and binding unless in writing and signed by the Lender.

In the event of any conflict in the terms and conditions of the Loan Documents, then that term which, in the sole and final judgment of the Lender, is more restrictive shall apply.

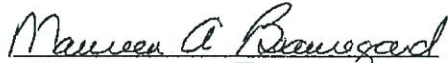
Notwithstanding any of the foregoing terms or conditions of this Note or the terms and conditions of any note, or other collateral document related hereto, in the event of a default hereunder, the Lender expressly and specifically covenants and agrees that (a) the Borrower and each partner, general or limited, of the Borrower shall not have any personal liability to pay any of the principal of or interest on the debt of which this Note secures, (b) the Lender will not collect or attempt to collect any of the sums due hereunder, including any deficiency judgment, from the Borrower or any of its partners, general or limited and (c) that the Lender will look solely to the property, described in the Mortgage Deed for satisfaction of all

obligations hereunder. This Note is intended to be a non-recourse obligation as defined in Treasury Regulation § 1.752-1(a)(2) and shall be construed consistently therewith.

IN WITNESS WHEREOF, the Borrower executed this Note on this
day of June, 2001.

MILLYARD FAMILIES II
LIMITED PARTNERSHIP
(By Its Sole General Partner
Brick Mill House Families II,
Inc.)


Witness

By: 
Name: Maureen A. Beauregard
Title: President

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health, and Traffic respectfully recommends, after due and careful consideration, that the following traffic regulations be adopted:

NO PARKING LOADING ZONE

On Arlington Street, north side, from a point 65 ft. west of Ashland Street to a point 30 ft. west
Alderman Herbert

On Beech Street, west side, from a point 110 ft. north of Harrison Street to a point 30 ft. north
Alderman Ludwig

On Central Street, north side, from a point 115 ft. west of Union Street to a point 30 ft. further west

Alderman Long

NO PARKING ANYTIME

On Highland Street, west side, from a point 120 ft. south of Lowell Street to a point 50 ft. south
Alderman Herbert

SCHOOL ZONE: SPEED LIMIT 20 MPH

On Reservoir Avenue, eastbound, east of Belmont Street

On Reservoir Avenue, westbound, west of Circular Drive

Alderman Ludwig

RESCIND TWO HOUR PARKING, 8 AM-8 PM, MON-SAT

On Central Street, north side, from Union Street to Pine Street (Ord. 8318)

Alderman Long

TWO HOUR PARKING, 8 AM-8 PM, MON-SAT

On Central Street, north side, from a point 50 ft. west of Union Street to a point 65 ft. further west

On Central Street, north side, from a point 145 ft. west of Union Street to Pine Street

Alderman Long

RESCIND ONE HOUR PARKING DURING SCHOOL HOURS

On Youville Street, east side, from a point 210 ft. north of Mason Street to Dexter Street (Ord. 8670)

Alderman Hirschmann

ONE HOUR PARKING DURING SCHOOL HOURS

On Youville Street, east side, from a point 242 ft. north of Mason Street to Dexter Street

Alderman Hirschmann

RESCIND ONE HOUR PARKING

On Central Street, north side, from a point 50 ft. west of Union Street to Pine Street
(Ord. 7871)

Alderman Long

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that a request from John Mortimer of Millenium Running to use the Arms Lot on Saturday, October 28, 2017 for their annual Trick or Trot 3K road race be approved.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Normand", with a stylized flourish at the end.

Clerk of Committee



City of Manchester Parking Division

Denise Boutilier
Parking Manager
dboutilier@manchesternh.gov

January 26, 2017

Chairman Thomas Katsiantonas
Committee on Public Safety, Health and Traffic
1 City Hall Plaza
Manchester, NH 03101

RE: Request to use Arms Lot
Saturday, October 28, 2017
Trick or Trot – Millenium Running

Dear Chairman Katsiantonas:

I have received the following request for the Committee's review.

John Mortimer, Owner of Millenium Running, is requesting the use of a portion of the Arms Lot as home base for their Trick or Trot 3K road race. The event is scheduled for Saturday, October 28, 2017. They anticipate 2000 (+-) participants.

Milly's Tavern and Cotton have been notified and approve the plan.

If you have any questions, please don't hesitate to ask.

Sincerely,

Denise Boutilier
Parking Manager

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health and Traffic respectfully advises, after due and careful consideration, that the issue regarding safety concerns at the Central Fire Station was received and filed.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matthew Hammond", with a stylized flourish at the end.

Clerk of Committee



CITY OF MANCHESTER

Theodore L. Gatsas

Mayor

February 7, 2017

The Honorable Board of Aldermen
One City Hall Plaza
Manchester, NH 03101

RE: Nominations

Dear Members of the Board:

Pursuant to Section 3.14 (b) of the City Charter, please find below the following nominations:

- (1.) August Fromuth to succeed Jim Cavanaugh (term-limited) as a member of the Airport Authority term to expire March 1, 2020;
- (2.) Brenton Cole to fulfill a vacancy as a member of the Conservation Commission term to expire August 1, 2018;
- (3.) Suzanne Brunelle to succeed Adam Schmidt (term-limited) as a member of the Manchester Development Corporation Board term to expire March 11, 2020.

These nominations will layover to the next meeting of the Board pursuant to Rule 20 of the Board of Mayor and Aldermen.

Regards,

Theodore L. Gatsas
Mayor

cc: Matthew Normand, City Clerk

Freedom Energy Logistics

U.S. Department of Commerce. Mr. Fromuth was educated at George Washington University (BA) and Johns Hopkins School of Advanced International Studies.

Commission Name: Airport Authority

Name: August Fromuth

Address: 1300 Union St. ward 1
Manchester, NH 03104

Phone: 625-2244

E-mail: August.Fromuth@felpower.com

Department Head: Doreen Braley

BRENTON J. COLE, P.E.
382 Campbell Street
Manchester, New Hampshire 03104
(603) 657-8388
Cole.Brenton@gmail.com

JAN 31 2017

January 29, 2017

Hon. Theodore Gatsas, Mayor
City of Manchester
One City hall Plaza
Manchester, NH 03101

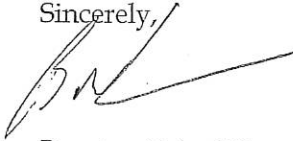
Re: Request for Nomination to Conservation Commission

Dear Mayor Gatsas,

I write to express my interest in serving on the Manchester Conservation Commission. I am a Manchester resident and have been for 6 years. My primary career focus has been in land development, specifically within Southern New Hampshire. I have experience presenting in front of many municipal boards for various projects and clients as the agent. Now that I find myself more established in the industry and in the City, I feel it is time to become more involved. My understanding is that there is a vacancy for a full-member position on the Commission, and I would like to fill that vacancy.

My resume is attached to this letter for your review. Please feel free to contact me, either by phone at (603) 657-8388 or by e-mail at Cole.Brenton@gmail.com. Thank you for your consideration.

Sincerely,



Brenton Cole, P.E.

BRENTON J. COLE, P.E.
382 Campbell Street
Manchester, New Hampshire 03104
(603) 657-8388
Cole.Brenton@gmail.com

Civil Engineer

Mr. Cole is a Project Engineer at Keach-Nordstrom Associates, Inc. in Bedford, NH. His primary focus has been in the area of land development in New Hampshire.

Employment:
Keach-Nordstrom Associates, Inc.
Project Engineer: 2014– Present
Bedford, New Hampshire

McCourt Engineering Associates, PLLC
Civil Engineer: 2010 – 2014
Henniker, New Hampshire

QUALIFICATIONS

- 7 years of experience as a motivated, organized and client-focused professional in the civil engineering field.
- Coordinating design projects from the conceptual phase through construction.
- Managing efficient and cost effective project designs while following local and state regulations.
- Providing companywide technical support for various software programs

Education:
B.S., Civil/Environmental Engineering
University of Massachusetts
Dartmouth 2010
Cum Laude

Professional Registrations:
Licensed Professional Engineer,
NH#14744

Software Proficiencies:
AutoCAD Civil 3D
HydroCAD
Microsoft Excel
Bluebeam
Carlson Civil

SITE LAYOUT, SUBDIVISION & ROADWAY DESIGN

Expertise in planning, layout, grading, drainage analysis, storm water practices, erosion control, septic and utility design, regulations, and permitting for residential and commercial sites across all of New Hampshire. Experience includes subdivision of land into individual residential and commercial parcels, large scale drainage analysis, and utility design. Responsible for roadway designs that are in compliance with AASHTO, MUTCD, and other design standards. Performs strict construction inspections to preserve the integrity of engineering practices while maintaining a professional rapport with contractors.

PROJECT MANAGEMENT

Well-versed in regulatory language interpretation and effectively communicating with regulators at the local and state levels. Manages a broad range of design projects that include permitting with various municipal boards and state programs (i.e., Alteration of Terrain, Wetlands, Shoreland Protection, NHDOT, NPDES). Presents projects before municipal Planning Boards, Zoning Boards of Adjustments, Conservation Commissions and other utility commissions. Responsible for teaching and developing junior staff in the land development field. Maintains client relationships while upholding budgets and performing project billing duties.

CONSTRUCTION OVERSIGHT & INSPECTION

Responsible for the supervision of construction activities in conformance with specifications and plans. Prepares well-organized and detailed construction inspection documentation. Performs strict construction inspections to preserve the integrity of engineering practices while maintaining a professional rapport with contractors.

TELECOMMUNICATION

Worked closely with a state utility company upgrading their current telecommunication infrastructure. Responsible for developing specifications for upgrading existing metering system to smart-metering technology. Permitted new towers, generators, and wireless shelters with local municipal boards and state regulators to create a microwave link for effective communication between districts. Studied and surveyed areas to determine the optimal location for wireless systems to propagate efficiently.

SOFTWARE MANAGEMENT

Manages and further develops the companywide AutoCAD Civil 3D template. Provides technical support for all computer and server related issues. Trains civil engineer and land surveyor colleagues on efficient operation of Civil 3D, Bluebeam, and HydroCAD. Proficient in Carlson Civil and Civil 3D extensions such as Vehicle Tracking. Assists with implementation of the company's project structure and management practices to streamline productivity. Extensive experience in developing complex corridors, advanced surfaces using grading tools and feature lines, subassembly creator, part builder, and pipe networks.

Commission Name: Conservation Commission

Name: Brenton Cole

Address: 382 Campbell Street
Manchester, NH 03104 ward 1

Phone: (603) 057-8388

E-mail: Cole.Brenton@gmail.com

Department Head: Jeff Belanger



Devine, Millimet & Branch
Professional Association
111 Amherst Street
Manchester, NH 03101
www.DevineMillimet.com

Suzanne Brunelle

REAL ESTATE DEVELOPMENT ATTORNEY

Over 24 years of advising clients on real estate development.

CONTACT

P: 603-695-8536
sbrunelle@devinemillimet.com
www.devinemillimet.com/sbrunelle

BAR ADMISSIONS

Maine Bar Association
Massachusetts Bar Association
New Hampshire Bar Association

AFFILIATIONS

Zoning Board of Appeals for the Town
of Londonderry, Board Member

REBA
(The Real Estate Bar Association)

NHCIBOR - NH Commercial
Investment Board of Realtors

NHCIBOR Cares
Charity Association, Board Member

EDUCATION

Suffolk University Law School
JD, 1992

Rivier College
BS Paralegal Studies, 1986

Known for providing counsel to clients seeking compliance with New Hampshire, Massachusetts, and Maine conveyances, financing laws, and regulations, with experience in the acquisition, sale, leasing, and development of commercial real estate, as well as mortgage lending, foreclosures, and bankruptcy work. Clients include banks, credit unions, developers, private lenders, limited liability companies, trusts, and individuals who are interested in developing New Hampshire, Massachusetts, and Maine.

PROFESSIONAL EXPERIENCE

Of Counsel

Devine, Millimet & Branch, Professional Association
Manchester, NH | 2013 - current

- Represented purchaser of national drug store chain and strip mall. Property spanned two towns with complex title work involving ground leases, national chain lease, assignments with several tenants, performance bonds, special permits, and various restrictions.
- Represented lender in the financing of an auto mall. Several parcels of land involved with National leasing component and challenging title work involving curb cuts, access, and restrictions.
- Represented lender in financing purchase of industrial park involving construction and build-outs, licensing requirements for meat packing, food distribution, and store front. Subsequent financing also provided for lender for additional construction updates.
- Represented buyer to force specific performance under the purchase and sale agreement of a multi-family property, through financing of the acquisition of the parcel with the additional financing of several other parcels consisting of 34 residential units owned by the purchaser to finance the new acquisition.

Attorney

Portnoy & Green, PC
Boston, MA | 1991 - 2013

PERSONAL

With two children in college, I am a recent "empty nester." My family and I often travel to the warm waters of the Caribbean. Reading, watching both American and European football, and entertaining friends are among my favorite pastimes.

MDC - Manchester Development Corp.
Commission Name: Board

Name: Suzanne Brunelle

Address: 4 King John Drive

Londonderry, NH 03053

Phone: (603) 490-1972

E-mail: sbrunelle@devnemillmet.com

Department Head: Melanie Sanuth

*Matthew Normand
City Clerk*




*Heather Freeman
Assistant City Clerk*

*JoAnn Ferruolo
Assistant City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: JoAnn Ferruolo 
Assistant City Clerk

DATE: February 8, 2017

RE: Polling Hours for the 2017 Special District 44 State Primary & General Election

Pursuant to RSA 659:4, the Board of Mayor and Aldermen are required to "determine the polling hours no later than 30 days prior" to the election. Polling hours for citywide elections have traditionally been set to begin at 6:00 a.m. and conclude at 7:00 p.m. I am requesting, therefore, that the Board establish the same polling hours (6:00 a.m. - 7:00 p.m.) for the Special District 44 (Ward 8 & 9) State Primary Election to be held on April 4, 2017 and the Special District 44 State General Election to be held on May 23, 2017.

Thank you for your consideration.

UNITED STEELWORKERS 8938 & MANCHESTER WATER WORKS
TENTATIVE AGREEMENT
November 22, 2016

ARTICLE 1 – RECOGNITION

1.2 Reclassify Administrative Assistant 2 to Customer Service 3
Add Job Classifications

ARTICLE 7 - WAGES

7.1 - COLA

- 1% - 7/1/2016 retroactive
- 3% - 7/1/2017
- 3% - 7/2/2018

7.2 - Retroactive to 7/1/2016

7.4 - Retroactive to 7/1/2016

7.6 - Add education & training chart for A-STEPS

ARTICLE 7.4 LONGEVITY

Eliminate Longevity of 5 years. The first year an employee would be eligible would be 10 years.
Employees hired prior to ratification are grandfathered.

ARTICLE 13 - STANDBY

13.3 - Increase Standby Pay to \$30 for Monday-Friday and \$37.50 for Saturday/Sunday

13.6 - Add additional \$10/night for emergency truck standby pay

ARTICLE 14 - PLUS RATE

14.2 - increase to 7%

ARTICLE 15 - NIGHT SHIFT PREMIUM

15.1 - Change \$0.95 to 7%

ARTICLE 19A

A.1 Change 2 Hours to 3.5

A.2 Change 8 Hours to 14 Hours

ARTICLE 17 - VACATION

17.9 VACATION BUYBACK - Change 'buy back up to five (5) vacation days' to 'buy back up to six (6) vacation days' and change 'back up to two (2) vacation days' to 'back up to four (3) vacation days'

ARTICLE 27 - SAFETY

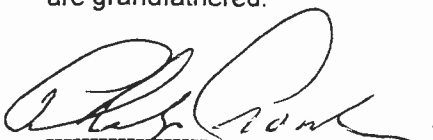
27.6 - Change to \$150

Add Conservationist

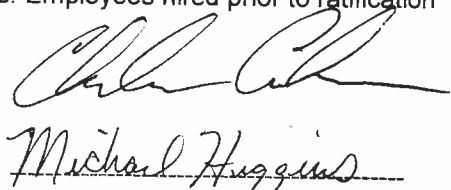
ARTICLE 33 - MISCELLANEOUS

33.1 - Change to \$15

WAGE SCALE--- Eliminate the 6 month step increase for new hires. Employees hired prior to ratification are grandfathered.

 11/22/16

Manchester Water Works



USW Local 8938-00

Daniel J. Corso 11/22/16

11/22/16

Steelworkers Proposal costs

21.2

**MANCHESTER WATER WORKS
USWA PROPOSED CONTRACT - SALARY COSTS**

Base salary June 30th 3,124,843.00 (FY2017 Budget)
Merit pay at July 1, 2016 19,372.00
Longevity pay at July 1, 2016 9,931.00
3,154,146.00

COLA @ July 1, 2016
Retirement Rate

1.0% 3.0% 3.0%
23.74% 23.74% 23.74%

	FY 2016		FY 2017		FY 2018	
	COLA	Merit	Longevity	COLA	Merit	Longevity
Salaries	31,248.43	193.72	99.31	94,682.74	586.97	300.91
Retirement	7,418.38	45.99	23.58	22,477.68	139.35	71.44
Social Security & Medicare	2,390.50	14.82	7.60	7,243.23	44.90	23.02
Annual Total	41,057.31	254.53	130.48	124,403.66	771.22	395.36
Grand Total Salaries	<u>41,442.32</u>		<u>125,570.24</u>		<u>128,094.08</u>	
Grand Total Sal & Benefits	<u>41,442.32</u>		<u>167,012.57</u>		<u>295,106.65</u>	

Base
3,154,146.00 Yr 1 3,185,687.46
31,541.46
31,541.46

Yr 2
3,281,258.08
95,570.62
127,112.08

3 Yr Increase
225,549.83
225,549.83
384,203.37

3 yr base 9,462,438.00
3 indiv yrs 9,846,641.37
384,203.37

9,462,438.00
2,246,382.78
723,876.51
12,432,697.29

9,846,641.37
2,337,592.66
753,268.06
12,937,502.10
504,804.81

384,203.37
91,209.88
29,391.56
504,804.81

**Manchester Water Works
Analysis of Standby Pay**

	Current annual cost	67,340.00
	Proposed annual cost	85,540.00
Currently: Effective FY2013	Increase	18,200.00

25.00 weekdays
30.00 weekends holiday
25.00 Emergency Man

Standby Pay:	M	T	W	T	F	S	S	weekly	52 weeks
Distribution crew	25.00	25.00	25.00	25.00	25.00	30.00	30.00	185.00	9,620.00
Distribution crew	25.00	25.00	25.00	25.00	25.00	30.00	30.00	185.00	9,620.00
Distribution crew	25.00	25.00	25.00	25.00	25.00	30.00	30.00	185.00	9,620.00
Distribution crew	25.00	25.00	25.00	25.00	25.00	30.00	30.00	185.00	9,620.00
Inspector	25.00	25.00	25.00	25.00	25.00	30.00	30.00	185.00	9,620.00
Emergency man	25.00	25.00	25.00	25.00				100.00	5,200.00
Meter setter					25.00	30.00	30.00	85.00	4,420.00
								1,110.00	57,720.00
									57,720.00
Plant operator	25.00	25.00	25.00	25.00	25.00	30.00	30.00	185.00	9,620.00
7	175.00	175.00	175.00	175.00	175.00	210.00	210.00		
							1,295.00	1,295.00	67,340.00

Proposed:

30.00 weekdays
37.50 weekends holiday
40.00 Emergency Man
47.50 Emergency Man (weekends)

Standby Pay:	M	T	W	T	F	S	S	weekly	52 weeks
Distribution crew	30.00	30.00	30.00	30.00	30.00	37.50	37.50	225.00	11,700.00
Distribution crew	30.00	30.00	30.00	30.00	30.00	37.50	37.50	225.00	11,700.00
Distribution crew	30.00	30.00	30.00	30.00	30.00	37.50	37.50	225.00	11,700.00
Distribution crew	30.00	30.00	30.00	30.00	30.00	37.50	37.50	225.00	11,700.00
Inspector	30.00	30.00	30.00	30.00	30.00	37.50	37.50	225.00	11,700.00
Emergency man	40.00	40.00	40.00	40.00				160.00	8,320.00
Meter setter					40.00	47.50	47.50	135.00	7,020.00
								1,420.00	73,840.00
									73,840.00
Plant operator	30.00	30.00	30.00	30.00	30.00	37.50	37.50	225.00	11,700.00
7	220.00	220.00	220.00	220.00	220.00	272.50	272.50		
							1,645.00	1,645.00	85,540.00

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2017 CIP 811017 City Hall Renovations.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Hundred Thousand Dollars (\$500,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2017 CIP 811017 – City Hall Renovations	\$500,000

It is hereby declared that the infrastructure improvements to be financed by said bonds, notes or lease purchases have a useful life not to exceed 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2017 CIP 811017 City Hall Renovations.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2017 CIP 510317 Sam Carey Outdoor Summer Basketball League.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2017 CIP as contained in the 2017 CIP budget; and

WHEREAS, the 2017 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds to carry out a six week outdoor basketball league;

NOW, THEREFORE, be it resolved that the 2017 CIP be amended as follows:

By adding:

FY2017 510317 Sam Carey Outdoor Summer Basketball League - \$10,000 Other

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Seventeen

A RESOLUTION

“Amending the FY 2017 Community Improvement Program, authorizing and appropriating funds in the amount of Thirty One Thousand Four Hundred Thirty Eight Dollars and Seventy Five Cents (\$31,438.75) for the FY 2017 CIP 412017 Vehicle Impound Lot.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2017 CIP as contained in the 2017 CIP budget; and

WHEREAS, the 2017 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to transfer funds from Contingency to prepare 536 Dunbarton Road for use as the Police Department impound lot;

NOW, THEREFORE, be it resolved that the 2017 CIP be amended as follows:

By adding:

2017 CIP 412017 Vehicle Impound Lot - \$31,438.75 Other

Resolved, that this Resolution shall take effect upon its passage.